







BUSINESS JOURNAL

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Improving communication skills can transform your workplace San Artenio Business Journal - by <u>Pad A. Paris</u>

Sticks and stones may break my bones, but words can never hurt me. You learned it as a child, but more than likely, as an adult, you realine differently. Words are powerful. They can motivate and heal. They can change assumptions. They can tear down and build up. Vet we take them for granted.

When was the last time you really thought about what came out of your mouth and the impact it would have? The fact remains, however, when used reponsibly and intentionally, words can revolutionize the workplace. So the question becomes: how do you use words to make a difference?

There is a myth that the best communication is spontaneous. In reality, the best dialogue is set by some ground rules. Start with your own assumption. Surveys show that most business backets balave they are good communicators, but most of their staff disagree. Set a ground rul that you will think more from your employees frame of reference in carding your communication.

In addition, establish companywide agreements as to when and how employees will handle communication. Be clear about how you will communicate with employees and when your communication style might be different and why. For example, routine communications may take place in once-a week staff meetings in a give-and-take way with a lot of employee input. In a crisis situation, however, communication may be much mere top down and direct.

For more informal dialogue, an open door policy may well end up being more disruptive than productive. Come to a consensus as to how



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Available online at www.sciencedirect.com RESEARCH IN SOCIAL & ScienceDirect - -ADMINISTRATIVE PHARMACY Research in Social and Administrative Pharmacy **B** (2013) **B** FLSEVIER Review Article A meta-narrative review of recorded patient-pharmacist interactions: Exploring biomedical or patient-centered communication? Muna S. Murad, M.Sc.^a Trish Chatterley, M.L.I.S.^b, Lisa M. Guirguis, M.Sc., Ph.D.^{a.} icy and Phark er, 3-171, Edmonton Clinic Health Academy, University of Alberta, Johnston, Alberta, Canada 186 IC9 ences Library, University of Alberta, Canada der of Phy 11405 87 Avenue, Edu *John W. Scott Health Science 📜 BHIST 🔀 HEICH SCHOL



Topic 1 Understanding Patient-Centered Communication	Skills		
sing a scale of 1 (strongly disagree) to 5 (strongly agree), participants evaluated the sess	ions as follow		
Item	Mean		
The goals of the module were clear.	4.66		
The presentation was effective in helping me to think about patient-centered communications skills.			
The presentation stimulated me to think about the role of patient-centered communication skills in interprofessional education.			
I have a basic understanding of patient-centered communication skills after today.			
The moderator was open to different viewpoints and helped everyone to speak.			
I understand my role in developing patient-centered content materials of the students			
I am able to identify key issues in patient-centered communication skills.			

2) Training Standardized Patient Instructors (SPI) to Utilize a Checklist

1 session provided an:

- Overview of the process for hiring SPI's
- Overview of the process of training SPI's to assess performance using a checklist
- Demonstration of communication skills online training module

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Session 2 raining Standardized Patient Instructors (SPI) to Utilize a Checklist					
Using a scale of 1 (strongly disagree) to 5 (strongly agree), participants evaluated the sessions as follows:					
Item	Mean				
The goals of the module were clear.	5.00				
The presentation was effective in helping me to think about training Standardized Patient Instructors (SPIs)	5.00				
The presentation stimulated me to think about the process of training SPIs	5.00				
The exercises stimulated improvement of my ability to critically and thoughtfully approach the subject matter.	4.50				
The moderator was open to different viewpoints and helped everyone to speak.	5.00				
I have ideas to think about research projects in health education	5.00				
I am able to identify key issues in the standardization of SPIs	4.50				
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Pre/Post Test Results

Pre and Post test of knowledge of faculty /staff participants

	% correct answers to multiple choice questions					
	Item	Pre-Test N=7	Post- Test N=8			
	Able to identify components of patient-centered communication skills.	100%	100%			
	Able to identify underlying principles of patient-centered communication skills.	100%	100%			
	Able to identify core elements of training Standardized Patient Instructors (SPI).	57%	75%			
	Able to identify the intention of competency based education.	0%	0%			
	Able to identify methods for standard setting.	0%	25%			
	Able to identify best approach for standard setting in SPI exercises .	57%	25%			
	Able to identify the definition of "Foundation knowledge".	71%	75%			
f fa	culty and staff have difficult time understanding these conceptshow are we going to get	them to apply th	iem to stude			
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The Developed SP Case					
SP Check List					
Communications Skills Items	Done	Needs Improvement	Not Done		
12. Pace/Organization/Transition Statements					
13. Questioning skills: Types of questions					
14. Patient's education and understanding and validation.					
15. Avoid jargon.					
 Verification of patient info/Patient's education and understanding. 					
17. Summarizing/Achieve shared action plan.					
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The De	evelope	d SP	Case		
• SP Check List					
Interprofessional Skills		Done	Needs Improvement	Not Done	
18. Respectful Communication.					
19. Collaborative Relationship.					
20. Information sharing.					
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