**TeleECHO™ Clinic** **Welcome Packet**

**GOALS OF A TeleECHO CLINIC**

## Participants will be enabled to:

1. Meet individual goals for taking care of patients
2. Increase access to evidence-based care
3. Improve healthcare outcomes for patients
4. Bolster patient retention and satisfaction

## Should I register before attending a teleECHO clinic?

Yes. Enroll at [https://iecho.unm.edu/sites/unm/ f](https://iecho.unm.edu/sites/unm/)or didactics, resources and much else. To register for teleECHO clinics of interest and CME certification visit: <https://echoevaluation.health.unm.edu/evals/rws5.pl?FORM=ECHORegistration>

\*\*Please register at least *2 days* prior to the teleECHO clinic you plan to attend.\*\*

For more information about individual teleECHO clinics, please visit [www.echo.unm.edu](http://www.echo.unm.edu). We also encourage you to contact the TeleECHO Clinic Coordinator for your clinic of interest to learn more about procedures and protocols for individual teleECHO clinics.

# CONNECTING TO A Tele ECHO CLINIC

1. Once you have registered for your teleECHO clinic of interest, you will receive an email message on the day (or week) of the teleECHO clinic with links to the following:
* Agenda, listing the presenters and order of case presentations
* Didactic presentation
* Electronic (CME) sign- in that will take you to the CME evaluation
* The TeleECHO Clinic ID and Passcode for connecting to teleECHO clinic
1. Use the TeleECHO Clinic ID and Passcode to join by either phone or video. More information on this is below.

## How does a typical teleECHO clinic work?

* Convenes regularly (weekly, bimonthly, monthly, quarterly, etc.)
* Didactic presentations follow a specific curriculum
* Cases are presented both before and after the didactic

***How do I connect to this teleECHO clinic?***

By video or phone. Video allows for a stronger connection to the group, provides you with visual feedback from the specialists, is more cost-effective, and contributes to sustainability of the program. We encourage participants to connect via video whenever possible. If you need assistance with this process, please contact the clinic IT support.

**Electronic Roll Call**

When you access and complete the electronic roll that is included in the weekly email, this will record your attendance and eliminates paper sign in sheets. You will have immediate access to your CME post evaluation and certificate (see below).

## Who do I contact to participate?

## We suggest you reach out (via phone or email) to the TeleECHO Clinic Coordinator or Manager listed on each of the teleECHO clinic’s webpages. You can explore the various teleECHO clinics by visiting: [www.echo.unm.edu](http://www.echo.unm.edu).

## How do I receive educational credit?

1. Complete electronic sign-in at: https://echoevaluation.health.unm.edu/evals/rws5.pl?FORM=ECHORollCall (this link will be active 15 minutes prior, during, and 24 hours after the teleECHO clinic concludes). Please complete electronic sign-in (roll call) even if you are not interested in receiving CME credit.
2. Once you have finished signing in, you will be taken to the evaluation page. Please copy and save the link to the evaluation or leave the evaluation page open in your browser. When you are ready to complete the evaluation, use the username and password that was provided to access.
3. Once the evaluation is complete you will have the option to print now or send the certificate to your email.

**PRESENTING PATIENT CASES DURING A TeleECHO CLINIC**

##  What clinical information should be included in a case presentation?

* Case Presentation form: Once you register for resources at https://iecho.unm.edu/sites/unm/ you can access the Case Presentation form.
	+ Please include the patient’s name, date of birth, gender, health facility location, and provider’s name, to allow for safe and accurate continuity of care
	+ Complete the Case Presentation form with as much information as you can to help the specialist address your concern/question(s)
	+ Fax or scan the form to the TELECHO Clinic support Coordinator as directed on your ECHO email

After the teleECHO clinic, you will receive written recommendations for your case presentations. Recommendations will include the recommended time frame for follow-up and are based on best practice guidelines.

 ***Why should I present cases?***

* **No cost** co-management with a multidisciplinary team of experts
* **Save** your patient’s gas, mileage, time
* **Join** a supportive network of your peers (or “community of practice”)
* Learn best practice guidelines
* Receive CME credit at no cost to you. UNM CME is Accredited with Commendation from ACCME