**GEOB472 Research in Cartography, community partner project form (taken from UBC SEEDS forms)**

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| Version #:1 |
| Form Completed By: Dorothy Cumming/Alison Eller | Date: September 20 2017 |
| Name: Dorothy Cumming/Alison Eller/Angela Kim/Gloria Loi |  |
| Email: dcumming@bcit.ca/Alison.eller@vch.ca/gkim47@my.bcit.ca/gloi1@my.bcit.ca | Phone: (Dorothy) 778-883-9887/(Allison) 778-875-8878 |

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| **Part 1: project INFORMATION** |
| Primary Project Theme (max. 1): | Secondary Project Theme/s (max. 2): |
| BiodiversityBuildingsClimateCommunityEnergy | FinanceFoodHealthLandMaterials | ProcurementTransportationWasteWaterWellbeing | BiodiversityBuildingsClimateCommunityEnergy | FinanceFoodHealthLandMaterials | ProcurementTransportationWasteWaterWellbeing |
| **Project Title**:Primary Care Partnership Mapping |
| **Project Main Purpose:**To map location of primary care providers (Family Physicians, Nurse Practitioners, Midwives, and Pharmacists) and attributes of their services. Public health nurses will use this data to make appropriate referrals, and educate their community partners about public health services available to their clients. |
| **Project Background/ Context:**Vancouver Coastal Health has prioritized building effective working relationships between public health nursing and primary care. There is no current database regarding who the above primary care providers are within CHA2. The overarching goal is to enhance client access to healthcare services in the community.  |
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| **Outline of Project Details:**BCIT Nursing Students will:1. Compose a script and gain VCH approval for phone data collection
2. Identify location of primary care services in CHA-2 (Family Physicians, Nurse Practitioners, Midwives, and Pharmacists)
3. Gather data regarding attributes of their services
4. Submit collected data to UBC Geography students during Kickoff Meeting in October

UBC students will:1. Create a draft map (UBC)
2. Submit draft map for feedback (UBC)

\* BCIT and UBC students regroup mid-November, after UBC has mappedUBC students and BCIT students will collaborate on the following:1. Incorporate feedback into final project (BCIT & UBC)
2. Submit final map and executive report (max 2 pages) (BCIT & UBC)
3. Give a final presentation of the project to stakeholders (BCIT Term ends December 6th, 2017; UBC)

Data collected from primary care offices serving infant, child, youth, and families will include:* + Hours of Operation
	+ How to Access – Drop-in or by appointment
	+ Specific focus of care or language capacity
	+ Process for new clients to connect to the service
	+ Free or low-cost services for refugees and/or where are they referring refugees

Data collected of pharmacies will include:* Flu immunization access for adults and children of which age range
* Days and hours immunization services offered for populations served

Desired data if time permits:* Optometrists that specialize in pediatrics, offering free or low-cost services
* Dental Clinics that have coverage for Healthy Kids
* Mental Health Services, offering free or low-cost counselling for parents and/or children/youth
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| **Deliverables:*****This section pertains to what is expected at project completion. All SEEDS Projects require an executive summary, a report, and a presentation.*** |
| **Required:**Map (static and interactive)Executive Summary (2 page max.)ReportPresentation**Optional:**Other (e.g. prototypes, a demonstration, conceptual designs, full build, video, application, installation, etc.)  ***Please specify other deliverables: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*** |
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| **Anticipated Initiation and Completion Date:*****BCIT Nursing Students data collection phase: mid-September to mid-October, 2017. Kickoff meeting with full project team is on October 19th, 2017 from 10:00 am to 12:00 pm. Project complete on December 6th, 2017.*** |
| **Special considerations:**  |
| **Potential information sources:**  |
| **Desired Student Qualifications:*****Please describe experience, background and skillset qualifications that students will need to have in order to successfully complete the project. This section will be used to match suitable students with your project.*** |
| **Budget (if any):** |
| **Funding:**  |

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| **Part 2: Project team** |
| **Primary Staff Client:** Robert and Lily Lee Family Community Health Center Public Health Nursing; Alison Eller |
| **Secondary Staff Client:** |
| **Faculty:**Sally Hermansen, UBC Geography; Dorothy Cumming (BCIT Nursing Instructor) |
| **Student(s):** Gloria Loi, Angela Kim |
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| **Other**: |

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| **Part 3: anticipated OperationaL staff, faculty and student responsibilities** |
| **Staff Client(s):*** Review project proposal.
* Attend initial project team “kick-off” meeting or workshop to review project proposal collaboratively, discuss expectations, identify resources, and to set agreed-upon project milestones.
* Commit to ongoing communication engagement with the project member or team. This is typically through meetings, email communication or in-class workshops.
* Review and provide comment on any submitted progress reports and draft report.
* Attend final project report presentation.
* Inform faculty at UBC/BCIT if any work content is sensitive and/or confidential in nature, and what measures they would like to implement to manage this content.

**Faculty:*** Explain how student will be graded for the project and how the project mark fits into the course mark.
* Support student throughout project with expertise and advice as needed.
* Ensure students understand their reports will be published and made available to the public.
* Attend student presentation of project.

**Student:*** Meet project deliverables.
* Propose and commit to ongoing communication engagement schedule with your staff clients and other project team members. This is typically through meetings, email communication or in-class workshops and serves as an opportunity to discuss project progress and receive guidance. Attend final meeting with staff and present final research deliverables including your recommendations for implementation and future research.
* Ensure there is no personal information (student ID, e-mail addresses, phone numbers, etc.) in the body of the final project report.
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