



Message from the Executive Director

As most of you know HB 75 passed during the 2021 legislative session and could have a significant impact to your PCF surcharges and related liability insurance expenses. Industry and medical legal experts have been reviewing and analyzing the possible consequences once it goes into effect January 1, 2022. Below is a link to a comprehensive summary of the bill prepared by the The Doctors Company. Please contact Jeff Haisley Manager, Business Development, The Doctors Company, Southwest Region if you have any questions or need further clarification.



Telephone Direct 505-796-3410
Toll free 800-421-2368, ext. 3510

<https://www.thedoctors.com/about-the-doctors-company/legislative-regulatory-and-judicial-advocacy/new-mexico-legislative-update/>

For all of you who suffer from email fatigue, (and who doesn't), here is a great step by step graphic of how to deal more effectively with your 'Inbox'. Thanks to UNM HSC Communications for graphics and Dr. Diane Sliwka from UCSF.

HOW TO BE A HEALTH SCIENCES

Email Guru

REDUCE QUANTITY

UNSUBSCRIBE

when you can

Create **FOLDERS...**

- from Supervisor → IMPORTANT folder
- from Subscriptions → Read Later folder

and **FLAGS**

- auto-flag → Emails from VIPs
- auto-delete → when you can't unsubscribe

DON'T REPLY ALL

Nice, but not needed

I reply could result in 5 emails

- Perfect! Thank you!
- Thank you!
- See you then!
- You'll see my team background!

PRIORITIZE

FOCUS

on recent messages

Determine your **FOLLOW-UP** process

- Use a follow-up folder pro: Clear next steps con: Out of sight
- Flag email pro: Easy to track down con: Clutters up inbox
- Move to TASKS folder pro: Allows for organization con: Out of sight
- Leave in your inbox pro: Easy to find con: Clutters up inbox

CLEAR COMMUNICATIONS

BE CLEAR

know your goal before you hit send

How you craft your message will help determine your recipient's response

DECIDE

inform or request?

Recipient Action:

- need → Communication → inform
- later → Communication → inform
- reply → Communication → request
- act → Communication → request

HELP RECIPIENTS

FOCUS

your subject line

TIME

What is it?

DIFFICULT messages may have different prime reading hours

MOVE

important threads to the top

SHORT

Keep messages

COMMUNICATE

email is not always the best way to

Skipping the inbox

- Phone call → Complex conversations or quick answers
- Difficult message → Avoid miscommunication
- Zoom meetings → Touch base, clear conversations
- Private Conversation → Offer dialogue to ensure privacy

USE SEARCH

ARCHIVE INTO FOLDERS

FORMAT

messages

- Bullets → to list tasks and instructions
- Line Breaks → For shorter paragraphs
- Bold → Names and deadlines
- Indent → to call attention to
- Text Size → to differentiate
- Hyperlinks → For convenience
- Highlight → Names and instructions

Climate Change and Human Health Office Hours: A Continuous Conversation Series

Beginning July 21, 2021
Wednesdays 12:00 - 1:00 PM MT
11:00am - 12:00pm PT / 2:00 - 3:00pm ET / 6:00 - 7:00pm UTC

Due to the high level of interest and participation during Project ECHO's pilot Climate Change and Human Health ECHO series in Spring 2021, this program has been expanded to better meet the learning needs of clinicians and public health professionals regarding the interrelatedness of human health and climate change, and how they can communicate those issues.

Join us to discuss the connections between human and planetary health.

Target Audience includes:

- Clinicians
- Community Health Workers/ Representatives
- Educators
- First Responders
- Park Rangers
- Psychologists
- Public Health Practitioners
- Social Workers

Weekly 60-minute session includes:

- Evidence-based presentations with robust Q&A session
- Case-based learning, as needed
- Communication skills and climate change tools
- No-cost CME/CPE/CNE/SW/APA/CHW credits

Accreditation:
In support of improving patient care, Project ECHO® is jointly accredited by the Accreditation Council for Continuing Medical Education (ACCME), the Accreditation Council for Pharmacy Education (ACPE), the American Nurses Credentialing Center (ANCC), the Association of Social Work Boards (ASWB) Approved Continuing Education (ACE), and the American Psychological Association (APA) Office of Continuing Education in Psychology (CEP) to provide continuing education for the healthcare team.

Program Email: ClimateECHO@salud.unm.edu
Website: <https://hsc.unm.edu/echoinstitute-programs/climate-change/>

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