



## **TOOLKIT: Hosting a RPAP Rural Community Skills Weekend**

### Introduction

The Alberta Rural Physician Action Plan supports Alberta's rural physicians, their families and communities in improving the quality of rural health care by offering comprehensive, integrated initiatives to enhance rural medical services, education, recruitment, and retention. RPAP Rural Community Skills Weekends are one such initiative.

Medical, nursing, and other health sciences students, early in their studies, visit rural Alberta communities, getting a taste of rural health care, and learning the advantages and lifestyles of practicing rural medicine.

### What is a RPAP Rural Community Skills Weekend?

Rural Community Skills Weekends are scheduled throughout the year in communities for exposure to rural community living and practice and to learn new skills taught by local health care practitioners. Communities use this opportunity to showcase their assets to medical and health science students who typically stay for the weekend. Local health-care professionals teach students skills such as starting IVs, casting, and suturing. These rural community skills weekends help medical and health science students to find out what it is like to practice in a rural community, to discover some practice sites they might consider in the future, and to learn basic skills taught by local physicians and other health care professionals.



## Eligibility Requirements

### For Students:

Priority is given to medical and health science students who have not participated in a previous weekend. The number of rural community skills weekends is established annually through the RPAP budget for this initiative, and through any direct and in-direct third party support (e.g. community groups, Primary Care Networks/Family Care Clinics).

RPAP may offer rural community skills weekends which include the opportunity for student's significant others to attend and view possible employment opportunities in that community.

### For Communities:

Rural Community Skills Weekend communities are selected based on a determination of the following criteria:

- The degree to which the proposed community has a strong community attraction and retention committee (CARC), is ready for a weekend, e.g. not in the middle of an active recruitment, has good practitioner relationships, has a strong and willing community and a medical lead to help with the organization
- The community has not had a rural community skills weekend within the past two (2) years
- Consideration of a socio / political assessment of the community, practitioner numbers and relationships, and AHS service plans for the community
- The degree to which the holding of the event might foster inter-community collaboration, and/or serve special communities, i.e. First Nations communities, Hutterite colonies
- The community's need to attract physicians and other health science practitioners.



## Roles and Responsibilities

Rural Community Skills Weekends are scheduled throughout the year in rural communities. The weekends follow the format of a hospital tour and a procedural skills component in which medical and health science students learn basic medical skills such as starting IVs, casting and suturing taught by local physicians or other health care practitioners. EMS/STARS in-services/scenarios and fire/search and rescue activities may also be included. In addition, there are community-based activities such as a trip to a local attraction, a community event to showcase the community and professional opportunities, and overnight accommodation.

The RPAP Community Recruitment Consultants (CRCs) are responsible for identifying the possible communities to host a Rural Community Skills Weekend and facilitating the community-based activities.

RPAP's Medical Students' Initiatives Coordinator is responsible for identifying the possible health science faculties to involve, for organizing the procedural skills and health facility components, for working with local leaders to plan the event, for promoting the initiative with the Rural Medical Interest Groups at the Universities of Alberta and Calgary and with the relevant faculty staff.

The Medical Students' Initiatives Coordinator and the CRCs are assisted by RPAP Communications and Marketing staff. A planning group is established consisting of the above RPAP staff and the local Community Attraction and Retention committee. The planning group populates the event planner with event details, such as the lead physician, and other community supports, skills to be performed, community-based activities, cost sharing, etc.

The Medical Students' Initiatives Coordinator informs the relevant health faculties of the event in order to complete required faculties' documentation, and Marketing and Communications staff coordinates media coverage with AHS, Covenant Health and the relevant health faculties.

Student representatives are responsible for providing appropriate dates for the events. Those dates are provided to community leaders to choose from.

Students complete an event evaluation, the results of which are available to the hosting community.



## Showcasing the community

An important piece of the Rural Community Skills Weekend is the community dinner & outing. This is when the community has valuable opportunities to showcase what it has to offer to medical professionals. Every rural community has “gems” to be proud of; features that contribute to the quality of life of area residents. Having the students engage with committee members, municipal leaders and young professionals in the community can have a positive influence over their future practice decisions. Past Rural Community Skills Weekends have included the following community events:

- Visits to local ranches and farms
- Hutterite Colony tour
- Pancake breakfast at local golf clubs or sports arenas
- Ukrainian celebration
- Water skiing and pig roast
- Community dinner and games night
- Young professional dinner

The possibilities are endless and the communities are encouraged to use creativity in their planning. Students appreciate any chance they get to see what life is like in the rural communities in Alberta.



## Funding a Rural Community Skills Weekend

Typically, RPAP provides funding for the following elements of a Rural Community Skills Weekend event:

- Hotel room accommodations for the students, STARs personnel, RPAP personnel
- Transportation for students
- Breakfast and lunch meals
- Supplies as needed
- Instructor honorariums as needed

Communities are responsible for the following:

- Community dinner &/or event

Alternate cost sharing arrangements may be considered depending on the needs of the community and scope of the event.

For more information, communities that are interested in hosting a Rural Community Skills Weekend should contact one of RPAP's Community Recruitment Consultants via email at [consultants@rpap.ab.ca](mailto:consultants@rpap.ab.ca) or by calling (780) 423-9911 or (866) 423-9911.

To view videos of recent RPAP Rural Community Skills Weekend events, please go to RPAP's YouTube channel:

[https://www.youtube.com/playlist?list=PLjnnPOdiyGBhoeTOCM2xQ788ku\\_YHs4tp](https://www.youtube.com/playlist?list=PLjnnPOdiyGBhoeTOCM2xQ788ku_YHs4tp)



## Sample event planner for a RPAP Rural Community Skills Weekend

<b>SAMPLE EVENT PLAN CHECK LIST</b>	
<b>Description of Event</b>	Rural Community Skills Day Weekend for Medical, Nursing, Physiotherapy, Respiratory Therapy and/or Social Work Students early in their learning from the University of Calgary.
<b>Purpose of Event</b>	Introduction to health professions in a rural community and an introduction to a rural hospital. Introduction to possible work for spouses of medical and nursing students in a rural community.
<b>Date, Time, Location of Event, Number of Guests</b>	<ul style="list-style-type: none"> <li>Date and community</li> <li>Final student numbers: 55 students and 19 spouses – 74 in total including: 34 medical students, 3 physiotherapy students, 18 nursing students and 19 spouses.</li> <li>Other guests: two visiting from other community, four RPAP personnel, four STARS personnel, one E-sim personnel, 12 local instructors.</li> </ul>
<b>Contact Information</b>	<p><u>RPAP:</u></p> <ul style="list-style-type: none"> <li>Medical Students' Initiatives Coordinator - Rosemary Burness <a href="mailto:Rosemary.Burness@rpap.ab.ca">Rosemary.Burness@rpap.ab.ca</a></li> <li>RPAP Community Physician Recruitment Consultants:</li> <li>RPAP Media:</li> </ul>
<b>Contact Information continued</b>	<p><u>Spousal Program:</u></p> <ul style="list-style-type: none"> <li></li> </ul>

Hospital Representatives:

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MRU Nursing Faculty Representative:

- Student Nurses Society representative:
- Associate Professor, School of Nursing, Mount Royal University

Community Involvement, Meals & Accommodations:

- 

U of C Rural Medical Student Interest Group Representatives:

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U of A Department of Physiotherapy

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Transportation:

- 

Local Staff Involvement:

1. Staged Accident
2. Labor and delivery
3. Intraosseous/Intravenous – ([sarina.olivieri@albertahealthservices.ca](mailto:sarina.olivieri@albertahealthservices.ca))
4. Airway
5. Casting

STARS & eSim Alberta:



Venue Rental	<ul style="list-style-type: none"> <li>• Historical walking tour for spouses</li> <li>• After the welcome and introduction at the hospital, a host will walk with all the spouses to a local coffeehouse for lunch. They will discuss some challenges and rewards of small town living and some local young professionals will be present to give their perspectives.</li> <li>• From there they will embark on a historical walking tour of community. All small towns have their celebrations and scandals and we hope to give our guests a context of small town life.</li> </ul>	
Catering	<ul style="list-style-type: none"> <li>• (name of caterer) - lunch on Saturday at Hospital</li> <li>• (name of restaurant) for spouses (10.00 plus tax x 9)</li> <li>• Subway boxed lunches for bus on Sunday including chips and a drink (Rosemary pick up lunches from Subway at 1100 hrs.</li> </ul> <p><u>Community Support for Saturday evening reception:</u></p> <p>Caterer:  Butcher- Has donated 4 boxes of homemade beef burgers  Co-op- has donated a \$200 gift card  Town- \$1500 donation  MD- \$1500 donation  Clinic- \$1500 donation</p>	
Medical Supplies	<ul style="list-style-type: none"> <li>• Supplies to be ordered and invoiced to Rosemary Burness, RPAP, Suite 334, 14 – 900 Village Lane, Okotoks, AB T1S 1Z6</li> </ul>	
Other Equipment	<ul style="list-style-type: none"> <li>• Rosemary to bring: Interosseous models, intubation models</li> </ul>	





Replacement Salaries	<ul style="list-style-type: none"> <li>• RN Instructors</li> </ul>	
Transportation	<ul style="list-style-type: none"> <li>• TRAXX Coachlines Ltd. Booked for a 56 seat bus</li> <li>*Bus Driver's accommodation arranged and paid for at the Ramada for the night of the event</li> </ul>	
Overnight Accommodation	<ul style="list-style-type: none"> <li>• 39 rooms booked</li> <li>• 74 students and spouses, four RPAP personnel, one E- personnel and bus driver (2 students/room) – 39 rooms</li> </ul>	
Who is responsible?	<ul style="list-style-type: none"> <li>•</li> </ul>	
Guests	34 medical students, 3 physio therapy students, 18 nursing students, 19 spouses	
Supplies required	<p>Vascular Access Station:</p> <p>Airway session:</p> <p>Equipment Needed:</p> <p>Casting session:</p> <p>OB/Delivery session:</p> <p>Equipment Needed:</p>	



Supplies Required Continued:	STARS – Rural Trauma  Please invoice all supply expense /meal and accommodation costs to:  Rosemary Burness, (RPAP)	
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Sample Event Itinerary:

Date	Time	Description
Saturday	08:00- 10:30	Leave Foothills Hospital (FMC) from front doors of Health Sciences Building
	10:30 to 12:00	Arrive at hospital, watch staged accident scenario and follow patients through hospital
	12:00 to 13:00	Lunch: students eat at hospital, spouses go to a local restaurant
	13:00 to 17:00	Students do skills, spouses stay downtown
	18:30	Community Dinner: Location, Legion
Sunday	08:00 to 10:00	Continental breakfast at Ramada Inn
	10:00 to 12:00	Visit to a local ranch
	12:00 noon	Bus departs for Calgary. Health Sciences Building, FMC



Sample Skills Itinerary:

Group #	Staged accident scenario and follow through of patients involved  Location: Outside hospital Instructor:	Student Lunch  Location: in hospital  Spousal lunch Location:	Skills Station #1  Vascular Access Station  Location: TBD Instructors:	Skills Station #2  Airway Station  Location: TBD Instructors	Skills Station #3  Casting Station  Location: TBD Instructors:	Afternoon Coffee Break  Location: in hospital	Skills Station #4  OB/Delivery Station  Location: TBD Instructor:	Skills Station #5  Rural Trauma Station  Location: Hospital Parking Lot Instructor: STARS Paramedics
Group 1	10:30 – 12:00	12:00 -12:45	12:45 - 1:30p	1:30 - 2:15p	2:15 - 3:00p	3:00 - 3::30p	3:30 - 4:15p	4:15 - 5:00p
Group 2	10:30 – 12:00	12:00 – 12:45	1:30 – 2:15p	2:15 - 3:00p	3:30 - 4:15p	3:00 - 3::30p	4:15-5:00p	12:45-1:30p
Group 3	10:30 – 12:00	12:00 – 12:45	2:15 – 3:00p	3:30 - 4:15p	4:15-5:00p	3:00 - 3::30p	12:45-1:30p	1:30-2:15p
Group 4	10:30 – 12:00	12:00 – 12:45	3:30 - 4:15p	4:15 - 5:00p	12:45-1:30p	3:00 - 3::30p	1:30-2:15p	2:15-3:00p
Group 5	10:30 – 12:00	12:00 – 12:45	4:15 - 5:00p	12:45-1:30p	1:30-2:15	3:00 - 3::30p	2:15-3:00p	3:30-4:15p