HOUSTON METHODIST
and BAYLOR COLLEGE
OF MEDICINE CENTER
FOR MEDICAL ETHICS
& HEALTH POLICY

INTENSIVE

BIOETHICS COURSE

Monday-Friday, April 16-20, 2018

Houston Methodist Research Institute
6670 Bertner Ave., Houston, TX 77030
events.houstonmethodist.org/bioethics
bcm.edu/ethics
The Ethics Work-Up, developed by Center faculty, is a structured tool that is intended to stimulate moral self-reflection, and to provide intellectual structure and practical guidance to the responsible management of ethical challenges in clinical care.

9:45 a.m.  Break  
10:00 a.m.  **Small Groups**
11:30 a.m  Lunch
12:30 p.m.  **Informed Consent and Capacity**  
*Jennifer Blumenthal-Barby, PhD, MA*

This session will cover consent requirements and challenges (from a decision psychology/behavioral economics perspective), shared decision-making, tools for assessing decision-making capacity along with complexities and tough cases, and standards for surrogate decision-making.

1:30 p.m.  **Pediatrics**  
*Janet Malek, PhD*

This session will explore ethical issues throughout the pediatric continuum from birth through adolescence, focusing on the complex relationship between parent, child and clinician in medical decision-making.

2:30 p.m.  Break  
2:45 p.m.  **Small Groups**
4:00 p.m.  Conclusion of day

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**MONDAY, APRIL 16, 2018**

5:00 p.m.  **Registration and Welcome Reception**

5:45 p.m.  **Opening Remarks**  
*Charles R. Milikan, MTh, DMin*  
**Grand Rounds**  
**Welcoming Remarks**  
*Amy L. McGuire, JD, PhD*  
**Course Introduction**  
*Courtenay R. Bruce, JD, MA*

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**TUESDAY, APRIL 17, 2018**

8:00 a.m.  Breakfast
8:30 a.m.  **The Ethics Work-Up**  
*Janet Malek, PhD*
2:15 p.m. **How to Create an Ethics Committee and Conduct its Meetings**
Janet Malek, PhD
This session will consider how an ethics committee charter should address composition, alignment with institutional values, meeting frequency, and agenda.

2:45 p.m. **Policy Development**
Mary Anderlik Majumder, JD, PhD
This session will provide general guidance on drafting and implementing ethics policies, plus an opportunity to solicit specific feedback on your own policy challenges.

3:15 p.m. **Workshop and Roundtables**
Janet Malek, PhD, Mary Anderlik Majumder, JD, PhD
Participants will collaborate to develop a plan for enhancing or expanding the educational, policy-based, or consultation work of their institution’s ethics committee.

4:15 p.m. Conclusion of day

**THURSDAY, APRIL 19, 2018**

8:00 a.m. Breakfast

8:30 a.m. **How to Conduct a Clinical Ethics Consult**
Andrew Childress, PhD
Participants will learn the practical steps involved in conducting a clinical ethics consultation, with a focus on processes including information gathering and issue spotting. Using collaborative case-based learning and a written exercise with direct faculty feedback, participants will build skills in the “nuts and bolts” of conducting a clinical ethics consultation.

10:00 a.m. Break

10:15 a.m. **How to Write a Chart Note Workshop**
Courtenay R. Bruce, JD, MA
Participants will learn how to write a high-quality ethics chart note. Using small groups, participants will deconstruct several exemplar ethics chart notes, identifying strong and weak ethics chart notes. Participants will learn essential elements of the chart note, best practices, language to avoid, and how to write strong ethical analyses within chart notes.

11:45 a.m. Lunch

1:00 p.m. **Assessing Clinical Ethics Skills (ACES)**
Claire Homer, JD, MA
This session utilizes the Assessing Clinical Ethics Skills (ACES) tool developed by The Neiswanger Institute for Bioethics at Loyola University of Chicago. Using instructional case simulation videos, participants will learn how to properly conduct clinical ethics consultations.

2:15 p.m. Break

2:30 p.m. **Quality Improvement**
Courtenay R. Bruce, JD, MA
During this session we will review several different types of quality improvement strategies that ethics consultants and ethics consultation services or ethics committees can use to discern the quality of their consultations and opportunities for improvement. Strategies include sporadic spot checks, case deconstructions, and case evaluations using an unfolding approach, among others.

3:15 p.m. **Quality Improvement Workshop**
Courtenay R. Bruce, JD, MA
Participants will engage in shared activities for case deconstructions.

4:00 p.m. Conclusion of day

**FRIDAY, APRIL 20, 2018**

8:00 a.m. Breakfast

8:30 a.m. **Facilitating or Leading Family Meetings: Communicating Well and Not So Well**
Courtenay R. Bruce, JD, MA
This lecture and workshop will synthesize existing empirical evidence on facilitating or leading family meetings to accomplish three goals: (1) describe when and why to conduct family meetings and outline a communication framework to use; (2) describe five different communication strategies to use in family meetings, including when it is ethically permissible and ethically impermissible to use a particular strategy; and (3) use case vignettes and transcripts from actual family meetings to show how to have effective family meetings.

10:00 a.m. Break

10:15 a.m. **Facilitating or Leading Family Meetings: Communicating Well and Not So Well Workshop**
Courtenay R. Bruce, JD, MA

11:15 a.m. **Strategies for Implementing Lessons Learned**
Trevor Bibler, PhD
This session will instruct participants on how to incorporate the various methods and practices taught during the Intensive into their own institutions, taking into consideration the particular challenges faced by smaller hospital systems.

12:15 p.m. Conclusion of Course and Lunch
How is this Program Unique?

- This unique course emphasizes **learning-by-doing** with a **practical and clinically based** focus.
- Its learner-centered model enables sessions to be **customized to individual needs** for people who want more background and skills in clinical ethics consultation.
- Participants are encouraged to submit clinical ethics cases they have previously encountered to **receive direct feedback** during the course.

Who Should Attend this Course?

- Anyone involved with or interested in the resolution of potentially complex ethical challenges, including ethics committee chairs and members as well as active ethics consultants. This course is practical, with a focus on issues that are applicable to all types of health care professionals, including physicians, nurses, social workers, chaplains, patient advocates and patient representatives, risk managers, hospital administrators, and health care attorneys.

What Will I Learn?

- Core content related to a variety of topics in clinical ethics consultation, including informed consent, capacity, end-of-life decision-making, advance care planning, and pediatric ethics
- Mediation skills
- How to conduct and appropriately document a clinical ethics consultation
- How to institute a bioethics committee, run an effective committee, and maintain its vibrancy
- How to effectively develop and revise institutional policies on issues related to clinical ethics
- How to conduct effective advance care planning conversations, including the elements of advance directives

Who Will I Learn From?

Course participants will receive diverse and well-rounded training from nationally recognized experts in bioethics, who are heavily involved with national clinical ethics initiatives and training.

The course will be taught by faculty in the Center for Medical Ethics and Health Policy at Baylor College of Medicine and leadership of the biomedical ethics program at Houston Methodist.

The Center for Medical Ethics and Health Policy is one of the oldest bioethics programs in the country and has one of the largest clinical ethics programs that services **adult, pediatric, private and public hospital systems** including:

- Houston Methodist
- Baylor St. Luke’s Medical Center
- Texas Children’s Hospital
- Ben Taub General Hospital
- Michael E. DeBakey VA Medical Center

The biomedical ethics program at Houston Methodist **conducts over 400 ethics consultations per year**, provides ethics education to medical staff at six community hospitals, and is actively involved in hospital policy development and revision.

The Center for Medical Ethics and Health Policy and Houston Methodist jointly train postdoctoral fellows in clinical ethics consultation and engage in high-impact and collaborative bioethics research and scholarship.

How will this Course be Interactive and Tailored to Me?

In order to ensure this course is as interactive, clinically-based, and practical as possible, we ask that **attendees submit clinical cases** to utilize in our training. Further instructions on submitting clinical case will be sent to registered course participants.

Clinical Cases — Ethical dilemmas you have encountered relevant to our course topics: informed consent, capacity, end-of-life decision-making, advance care planning, and pediatrics. These cases will be used to inform our small group discussions.

What are the Course Outcomes?

This intensive course will provide a take home skill-set and strategies to address common ethical problems and dilemmas in medicine.

Upon completion of this course, participants should be able to do the following:

- Identify 5 (or more) common ethical challenges or topics arising in patient care
- Develop ethically reasoned and practical strategies for addressing these ethical challenges
- Identify 5 (or more) approaches or strategies for navigating complex cases, including tips on mediation and facilitating family meetings
- Identify the procedural elements that every ethics consultant should undertake as part of his or her routine consultative activities for most (if not all) ethics consultations

This program ultimately seeks to best position health professionals and clinical ethicists to respond effectively to difficult ethical challenges in today’s complex health care system.

Will I Get CME or CNE?

**Physicians**

Houston Methodist is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians.

Houston Methodist designates this live activity for a maximum of 22.5 AMA PRA Category 1 Credits™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

**Nurses**

Houston Methodist is an approved provider of continuing nursing education by the Texas Nurses Association - Approver, an accredited approver by the American Nurses Credentialing Center’s Commission on Accreditation.

Houston Methodist provides up to 22.5 nursing hours for this activity. Participants must attend selected sessions in their entirety and complete the corresponding items on the evaluation tool.

**Ethics**

Houston Methodist designates this activity for 22.5 hours of education of education in medical ethics and/or professional responsibility.

Disclosure

This CME activity is designed for use by health care professionals for educational purposes only. Information and opinions offered by the contributors represent their viewpoints. Conclusions drawn by the participant should be derived from careful consideration of all available scientific information. Prescription information and use of medical devices should be undertaken only after confirmation of information by consulting the FDA-approved uses and information.

Houston Methodist and the Center for Medical Ethics and Health Policy make every effort to have accurate information presented; no warranty, expressed or implied, is offered. The participant should use his/her clinical judgment, knowledge, experience and diagnostic decision-making before applying any information, whether provided here or by others, for any professional use.

**ADA Statement**

In compliance with the Americans with Disabilities Act, Houston Methodist will make reasonable efforts to accommodate persons with disabilities at this course. Please call 713.441.4971 for further information, or if you need special assistance.
**Fees, Registration and Conference Information**

**Course Fees**
The course fee of $2,000 includes access to the course spiral and *A Practical Guide to Developing & Sustaining a Clinical Ethics Consultation Service* (authored by Center faculty), renowned keynote speaker, continental breakfasts, lunches and a welcome reception. A discounted rate of $1,800 is available to Houston Methodist personnel, Baylor College of Medicine personnel, and trainees. A discounted rate of $1,800 is available when three or more participants from the same institution register together for the course. An early bird discount of $200 applies to all participants who register by February 1, 2018.

**Registration**
Refer to the registration form for the fee schedule. Your registration will not be processed until payment is received.

You will receive a confirmation notice after you register. If you have not received confirmation at least five business days before the activity start date, contact the Office of Continuing Medical Education (OCME) immediately. If you plan to register on-site, contact OCME at least 24 hours in advance to confirm activity status and space availability. The OCME reserves the right to limit the number of participants in an activity and will not be responsible for any expenses incurred by an individual whose registration is not confirmed and for whom space is not available.

**Conference Information**
Meals—Continental breakfasts, lunches and a welcome reception will be provided during the course.

Lodging and Transportation — A special group rate at the Houston Marriott at the Texas Medical Center has been negotiated for the conference. Please refer to Hotel Accommodations on the registration page for more information regarding reservations. Airfare will need to be reserved on your own.

**Cancellation/Refund Policy**
Requests for registration refunds must be in writing and received by the OCME at least 10 business days before the course begins. The date the request is received by the OCME will be considered the cancellation date. Requests received after the refund deadline will not be processed. Cancellations are subject to a $50 administrative fee deducted from the registration fee paid to cover guarantees and other expenses. Requests should be mailed to the OCME or faxed to 713.441.0589.

The OCME reserves the right to cancel activities, not less than 10 business days before the scheduled date, if extenuating circumstances make it necessary. Registrants will be notified at the contact number indicated on the registration form followed by written notification. If an activity is cancelled, OCME’s liability is limited to the registration fee paid. Note: If payment is made by check, a social security number is required to process the refund.

**For Further Information Contact**
Houston Methodist Office of Continuing Medical Education
6670 Bertner Ave., R2-216
Houston, TX 77030
Phone: 713.441.4971 | Fax: 713.441.0589
E-mail: cme@houstonmethodist.org
For information about other Houston Methodist CME activities, visit houstonmethodist.org/cme.

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**WHILE IN HOUSTON…**
Houston — the fourth most populous city in the United States — boasts modern industries, a thriving intellectual and cultural environment, the most park space among the nation’s 10 most populous cities, and much more. Houston is an international city that is a leader in the arts, education, and health care, and has a top-rated culinary scene that is continuing to gain national attention. Here are a few highlights while you are in town:

**Museums**
Houston’s Museum District is adjacent to the Texas Medical Center and offers 18 cultural institutions. Some highlights include:
- Asia Society Texas Center
- Children’s Museum of Houston
- Contemporary Arts Museum Houston
- The Health Museum
- Holocaust Museum Houston
- Houston Museum of Natural Science
- The Menil Collection
- The Museum of Fine Arts

**Neighborhoods**
Houston is defined by its neighborhoods that are filled with distinct character. Below are a few areas that are filled with great shopping, dining and exploring.

- **Galleria** — This area is filled with Texas’ largest shopping mall, fine dining, and other national and local retailers.
- **Houston Heights** — A historic neighborhood northeast of downtown that has quaint boutiques, antique stores, and funky restaurants.
- **Montrose** — The four-square-mile area is a pocket of eccentricity and diversity in the heart of the city filled with art galleries, offbeat shops and great local cafes and restaurants.
- **Rice Village** — Right next to Rice University and the Texas Medical Center, this pedestrian-friendly shopping center has local and national boutiques, restaurants and bars.

**Outdoors**
Hermann Park — A cultural and recreational hub surrounded by the Texas Medical Center, Rice University, the Museum District and various residential neighborhoods. While in Hermann Park, you can play at Hermann Park Golf Course, visit the Japanese Gardens, and much more.

Houston Zoo — The zoo is adjacent to Hermann Park and includes nearly 6,000 animals with more than 700 species.

Memorial Park — A favorite for joggers, the park also features tennis courts, playing fields, a fitness center, swimming pool, a golf course, and six miles of mountain and recreational bike trails along the bayous.

**Outside of Houston**
Galveston — Just 50 miles south of Houston, you can find Galveston Island on the Gulf of Mexico with miles of beach and fun attractions.

Space Center Houston — The official visitors’ center for NASA’s Johnson Space Center has many exhibits, attractions and theaters and is only 25 miles away.

There is so much more to do and see in Houston! For more information: visithoustontexas.com
Research

The Center is renowned for its comprehensive and original bioethics research. Our Clinical Ethics Research examines ethical issues arising in the clinical setting, particularly in hospital intensive care units and with the advanced technologies of modern medicine. Our Ethical, Legal and Social Implications of Genomics Research investigates the ethical and responsible integration of advanced technologies, such as genomic sequencing, as well as the policy challenges that accompany these new genomic technologies. Our Medical Decision-Making and Ethics Research develops practical and moral guidelines for the use of behavioral economics and decisional psychology principles to shape people’s decisions and behaviors. The Center’s Health and Science Policy Research develops and influences policies that promote the translation of scientific innovation into medical practice and improve patient outcomes.

Education

The Center is a recognized leader in developing and providing top-rated medical ethics education for undergraduate students, medical students, and residents, as well as continuing medical education. Notable educational programs include the Ethics Track, the Healthcare Policy and Management Track, the Ethics, Professionalism, and Policy Program (EP3) and the Intensive Bioethics Course. The Ethics Track is for medical students seeking to develop greater knowledge and expertise in medical ethics. The Healthcare Policy and Management Track exposes students to the fundamental principles of business management, as well as the health policy issues that affect doctors, patients, and society. EP3 is an integrated longitudinal educational program for BCM’s Graduate Medical Education residencies to improve competency in ethics, professionalism, and health policy under the new ACGME milestones. The Intensive Bioethics Course is a 5-day advanced bioethics course designed for people charged with resolving potentially complex ethical challenges with little ethics training.

Clinical Ethics Consultation

The Center has one of the largest clinical ethics programs in the country and serves various adult, pediatric, private, and public hospital systems through its core faculty, two fellows, staff and secondary faculty. We conduct over 500 ethics consults per year and our services continue to grow. Faculty are involved in national clinical ethics initiatives, scholarship, research on clinical ethics consultation and “best practices”, and training for the next generation of clinical ethicists.

Health Policy

The Center’s Health Policy Program fosters collaboration and engagement among Baylor College of Medicine faculty and collaborators across the Texas Medical Center. Faculty provide relevant and health and science policy education to medical students and residents using the most modern teaching methods. The program serves as a national spotlight for health policy scholarship, hosting annual events and seminars. Program faculty and affiliated scholars conduct evidence-based research featured in the highest-ranked peer-reviewed journals in science, ethics, and policy. Through its popular blog, PolicyWise (blogs.bcm.edu/topics/policywise/), the program translates research findings into clear and relevant communication that informs policymakers and the public.
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INTENSIVE BIOETHICS COURSE

FOUR WAYS TO REGISTER

Online: events.houstonmethodist.org/bioethics
Phone: 713.441.4971
Fax: 713.441.0589
Mail: Houston Methodist
Office of Continuing Medical Education
ATTN: Bioethics (#381)
6670 Bertner Ave., R2-216
Houston, TX 77030

(Please print clearly)

Last Name: ___________________________ First Name: ___________________________ Credentials: ___________________________
Organization: ___________________________________________________________________________________
Specialty: _____________________________________________________________________________________
Title/Position: ___________________________________________________________________________________
Address: _______________________________________________________________________________________
City: ___________________ State: ___________ ZIP: ___________
Office Phone: ___________________________ Office Fax: ___________________________
Email: ________________________________________________________________________________________

☐ Check or Money Order (made payable in U.S. funds to Houston Methodist)
☐ Credit Card: I authorize Houston Methodist to charge my: ☐ Visa® ☐ MasterCard® ☐ American Express®
Credit Card No. ___________________________ Exp. Date: ___________________________
Name on the Card: ____________________________________________________________________________
Authorized Signature: __________________________________________________________________________

☐ Special/Dietary needs (specify): _________________________________________________________________

PAYMENT AND FEES

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<thead>
<tr>
<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Registration fee</td>
<td>$2,000</td>
</tr>
<tr>
<td>Resident/fellow/student</td>
<td>$1,800</td>
</tr>
<tr>
<td>Houston Methodist &amp; Baylor College of Medicine personnel</td>
<td>$1,800</td>
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</tbody>
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EARLY BIRD DISCOUNT!  
$200 discount applied to all participants until February 1, 2018

In order to ensure this interactive course is as clinically-based and practical as possible, we ask that attendees submit clinical cases to utilize in our training. Please include a brief description of the cases with PHI and institutional identifiers removed.

Clinical Cases: Ethical dilemmas you have encountered relevant to our course topics: informed consent, capacity, end-of-life decision-making, advance care planning, and pediatrics. These cases will be used to inform our small group discussions.

Further instructions on how to submit cases will be sent to participants once they have registered for the course.

CONFERENCE LOCATION

Houston Methodist Research Institute
John F. Bookout Auditorium, 2nd Floor  6670 Bertner Ave.  Houston, TX 77030

HOTEL ACCOMMODATIONS

Houston Marriott at the Texas Medical Center  6580 Fannin St., Houston, TX 77030  1 (800) 228-9290

Houston Methodist Research Institute can be conveniently accessed via Houston Marriott’s crosswalk.

RESERVATIONS: Please identify yourself with the Methodist Intensive Bioethics Course Room Block group when making reservations in order to get the special group rate ($159 single/double). A limited number of rooms have been reserved at this rate on a space available basis. The deadline to receive this rate is Monday, March 19, 2018, unless the room block has already been filled. RESERVE YOUR ROOM EARLY.

Additional area accommodations are listed at events.houstonmethodist.org/bioethics.

If you prefer not to receive future communication from Houston Methodist, please call 713.790.3333 or email optout@houstonmethodist.org
INTENSIVE BIOETHICS COURSE
APRIL 16-20, 2018

Intensive Bioethics Course Testimonials At-A-Glance

Check out what previous students are saying:

• “The course delivered everything we expected and more.”
• “Impressive credentials of faculty and speakers.”
• “Information was comprehensive and exactly what I needed.”
• “The breadth, expertise of speakers, energy of delivery, and attention to the needs and hopes of participants resulted in an outstanding conference.”

See the direct impact and successful outcomes:

• 100% of surveyed participants said they will change their practice as a direct result of the course
• Scored 4.7 out of 5 on overall course quality from participants surveyed
• Scored 4.8 out of 5 on fulfillment of the stated learning objectives

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