

Component 17 Unit 1a: Health IT Teams Examples and Characteristics

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The Health IT Field is Diverse and Expansive



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Unit Objectives

After completing this unit, the learner will be able to:

- Describe the characteristics of an effective team and work group.
- Identify and differentiate roles of IT healthcare professionals in teams.
- Describe the value of teams and the importance of collaboration for the IT professional in teams.

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Outline for the Unit

- Introduction
- Definition of
 - Teams
 - Groups
 - Important features of team members
 - Communication
 - Coordination
 - Distinctive roles
 - Interdependent tasks
 - Examples of Health Information Team members
- Teams as a Three-Stage System
 - Input
 - Throughput
 - Output
- Characteristics of Effective Teamwork
 - Organizational Structure
 - Individual Contributions
 - Team Processes
- Components of Effective Teams
- Values of Teams and the Importance of Collaboration
- Summary/Conclusion

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Introduction

Teams and teamwork are important aspects of healthcare delivery today. In a complex healthcare setting, it takes many teams to run the system, deliver safe patient care, and to ensure a smooth throughput process for patients and families.




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Reflection

At this time before you learn more about HITS teams, please list 3 different teams you have served on over the past 3 years. In thinking about these teams, what role did you play? What was the key skill/activity you had to perform and what was the team goal, was it identified?

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Team - Definition

A team is defined as a small number of people with complementary skills who are committed to a common purpose, performance, goals, and approach for which they hold themselves mutually accountable.

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Important Features of Team Members


- Communication
- Coordination
- Distinctive roles
- Interdependent tasks
- Shared norms



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Examples of Health Information Team Members



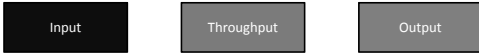
Images: MS Clipart

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Viewing Teams as a Three-Stage System

Teams are often viewed as a three-stage system that includes:

1. Input – Resources teams utilize
2. Throughput – Maintenance of internal processes
3. Output – Production of specific products



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Characteristics of Effective Teamwork

1. Organizational structure
2. Individual contribution
3. The actual processes that the team is involved in



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Characteristics of Effective Teamwork

Table 1 – Characteristics of Effective Teamwork

Organizational Structure	Individual Contribution	Team Processes
Clear purpose	Self-knowledge	Coordination
Appropriate culture	Trust	Communication
Specified task	Commitment	Cohesion
Distinct roles	Flexibility	Decision making
Suitable leadership		Conflict management
Relevant members		Social relationships
Adequate resources		Performance feedback

(Mickan, & Rodger, S. (2000).

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Organizational Structure Components

- Clear purpose/mission
- Appropriate culture
- Specified task
- Distinct roles
- Leadership



Image: <http://www.skydivekent.co.uk/>
