

Guidelines for Schwartz Center Rounds

Preparing the panel:

The PL, Facilitator and/or Planning Committee members should meet with panelists before the day of the Rounds to review the purpose of Schwartz Rounds and of their presentation.

Guidelines for panelists when discussing case studies:

- To protect patient confidentiality, use “John” when referring to male patient, and “Jane” when referring to female patient.
- Even though MD leader/facilitator will introduce each panelist at the beginning of rounds, each panelist should (re)introduce themselves right before they start speaking
- Each panelist should use 3-5 minutes to talk about the case study.
- The first panelist should include a brief clinical history about the patient.
- A majority of the 3 minutes should be focused on the non-clinical aspects of caring for the patient and related to the case study topic, including challenging social and emotional aspects of patient care and their reaction towards the patient’s and family members’ behaviors.
- Schwartz Round participants will be completing evaluations based on how well the Rounds provide new insights on how to work and communicate with co-workers and with patients, along with whether the discussion helped reduce isolation when working with this patient population.

Three questions for panelists to address in their presentations:

1. What was the emotional impact of caring for this patient on your professional and personal life?
2. What are some aspects of the case that saddened you and/or inspired you?
3. Please discuss how caring for this patient will change how you practice in the future.

General format of Schwartz Rounds (using a 12-1:00 pm time slot):

- 12:00pm-12:05pm: MD leader or facilitator will introduce Rounds and describe their purpose/goals, review history of The Schwartz Center, discuss ground rules (phones off, confidentiality, importance of evaluations) and normalize emotional responses.
- 12:05pm: MD leader or facilitator introduces the panelists
- 12:05pm-12:20pm: Panelists will speak for a total of 15 minutes (3-5 minutes per panelist) about the case study patient
- 12:20pm-12:55pm: Facilitator will use 35 minutes for interactive audience participation
- 12:55pm-1pm: Facilitator will close the Rounds with concluding statements, summarize key learnings, and remind audience to complete evaluations and to give to staff on the way out the door.

NOTE: To insure that Rounds start on time, it is helpful if the food is available at least 15 minutes before Rounds are scheduled to start. Box lunches or platters of food which are easy to grab are recommended. Be sure that the location of the food doesn't block entrance to the room. If chips or cans of soda are included, it's helpful to suggest folks open them before Rounds start!

Logistical Reminders

- Panelists should remember to stand up and use the microphone anytime you speak, during the case study and to answer the audience's questions.
- Please remember to speak close into the microphone.
- Please note the date/time/location of the next Schwartz Rounds, and come at least 15 minutes early (at 11:45am) to allow time to eat lunch and get seated.
- Lunch will be provided to panelists and Round participants.

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