

Leaders' Guide for Convening and Running an Effective EDI Committee Summary

Vision

Be a national model for healthcare equity and reduce disparities in healthcare delivery.

Strategy

Establish training resources, programs, events, and policies to create an environment that supports diversity, equity and inclusion across all aspects of the UW Medicine workforce.

Measure of Success

Our ability to attract and retain a diverse and inclusive workforce at all clinical sites governed by UW Medicine.

Objective 1: *Increase diversity, increase cultural humility and reduce implicit bias in the healthcare workforce.*

Strategy 1-1: Increase diversity and inclusion at all clinical sites governed by UW Medicine.

Strategy 1-2: Increase cultural humility and respectful communications.

Strategy 1-3: Implement policies, procedures, and incentives to support desired behaviors.

What is an Equity Diversity and Inclusion (EDI) Committee?

- A formally sponsored employee group charged to assess, research, take action on, or report on matters related to advancing healthcare equity.
 - This committee provides support and guidance to leaders and staff to more effectively address equity, diversity and inclusion issues that are not readily perceived or easily understood.
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Benefits of an EDI Committee

- Provides a safe forum for disclosure and discussion of equity, diversity and inclusion issues.
 - When appropriate, provides an alternate vehicle to human resources for resolution of EDI issues.
 - Facilitates pooling of knowledge and experiences of EDI issues in the workplace.
 - Provides the opportunity for coordination across disciplines, departments, managerial lines, and experiences to resolve problems.
 - Facilitates the dissemination of ideas and information throughout all levels of the organization.
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Roles of Executive Sponsors

- Accountable for the successful advancement of local EDI work
 - Name a senior leader to be the Executive Champion for your entity.
 - Assign the Executive Champion to select 2 – 3 emerging leaders within your entity to be EDI leaders who would serve as your entity's EDI Committee (co)-chairperson
 - Determine and approve the allocation of resources to ensure the advancement of the equity, diversity and inclusion work within your entity.
 - Update the Healthcare Equity Steering Committee of selected entity level activities
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Roles of Executive Champions

- Identify and appoint 2-3 leaders or emerging leaders as co-chairs for the EDI committee
 - Act as mentor and coach to co-chairs to ensure effective meetings and decision making
 - Accountable for the implementation of EDI committee activities
 - Ensures the dissemination of communication about the EDI committee's activities
 - Provides feedback about EDI committee activities to and from the Executive Sponsor
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EDI Committee Structure

- Members may be appointed by the Executive Champion
 - Employees may nominate other employees to be committee members (requires supervisory approval)
 - Employees may self-nominate to be on the committee members (requires supervisory approval)
 - To ensure broad diversity on the committee consider; race, ethnicity, language, gender, age, sexual orientation, gender identity, religion, job class, organizational tenure.
 - Suggested committee size: 15 – 20 members
 - Suggested meeting frequency: At least once per quarter
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UW Medicine Healthcare Equity Toolkit

- UW Medicine Healthcare Equity Blueprint
 - Sample committee charter
 - Videos, podcasts, articles, books
 - Glossary of Terms
 - Calendar of Culture Observances and Celebrations
 - Training Resources
 - Consultants, trainers, etc.
 - Community Based Organizations (CBOs)
 - Campus Resources
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UW Medicine EDI Committee

- Comprised of the Executive Champions and entity EDI committee co-chairs
 - Share best practices
 - Receive additional training/education
 - Sponsors system wide events
 - Meets quarterly
 - Chaired by Director, Healthcare Equity
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UW Medicine Healthcare Equity Team

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