

Trauma Framework Goal 7: Evaluation, Quality Management and Process Improvement

DRAFT Minutes

Date/Time: June 6, 2012, 9 a.m.

Venue: ODOT HQ, Room 1-C

Chair: Nancie Bechtel

Minutes taken by: Tim Erskine

Attendees: Nancie Bechtel, Anne Moss, Patty Wilczewski, Terrie Stewart, Lynn Haas, Steve Theohares, Melissa Popovich, Nancy Alexander, Kim Johnson, Jeff Hubart, Huiyun Xiang, Leslie Mihalov, Julia Covert

Staff: Tim Erskine, Rhonda Evans, Ryan Frick, Sue Morris

| Topic | Discussion | Actions | Responsible | Deadline |
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| Welcome and Introductions | Meeting called to order at 9:05 by Ms. Bechtel. After a brief overview of the workgroup's format and scope of work, introductions were made. | Members should consider nominations for vice-chair for the next meeting | All | 8/1/2012 |
| Approval of agenda | Approval of the agenda will always be one of the first orders of business for this workgroup, along with approval of minutes. Members are encouraged to request items be placed on the agenda. | Motion: Approve agenda (Wilczewski, Stewart). All in favor, none opposed: Motion passed. | | |
| Charge of PI Committee from TC and EMS Board | Mr. Erskine described the role of the EMS Board and the Trauma Committee in oversight of the Ohio Trauma System. He also described the Trauma Committee's Framework for Improving Ohio's Trauma System. This workgroup's work will focus on Goal 7, related to quality and process improvement. | | | |

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| Document review: Establishing this workgroup's work | Documents were reviewed which establish the scope of this workgroup's work, including laws and rules defining trauma. Also reviewed was the EMS Board's dashboard for tracking progress in implementation of the Framework. The workgroup's composition was discussed and prehospital and rehabilitation membership is needed. The Open Meetings law was discussed, requiring face-to-face meetings. | 1) Mr. Erskine will seek membership from EMS and PM&R. 2) OTR Annual Reports, Framework and Dashboard documents will be sent to members. | 1&2) Erskine | 7/15/2012 |
| Document review: State databases with trauma data | To orient the workgroup to the resources available to accomplish its tasks, the data dictionaries and inclusion criteria for the Ohio Trauma Acute Care Registry, the EMS Incident Reporting System, the Ohio Trauma Rehabilitation Registry and the Fatality Analysis Reporting System were reviewed. | Version 3 of EMSIRS will need to include "Trauma Triage Exclusion" as a field | Morris | 7/15/2012 |
| First steps | Ms. Bechtel stated that the workgroup needs to decide where it wants to start as the task at hand is too large to do all at once. The workgroup reviewed the ACS presentation "How to Measure Trauma System Performance." This gives a very good overview of processes, parameters and sensitivities for PI. The trauma system metrics scorecard was also reviewed as a possible starting point for PI work. | Motion: Start the PI process by examining EMS destination decisions and interhospital transfers (Popovich, Haas). All in favor, none opposed: Motion passed. 1) The metrics scorecard will be sent to the workgroup with all available data filled in | 1) Erskine | 7/15/2012 |
| Open forum | Ms. Haas asked about how ACS TQIP will fit into the trauma PI process as the Goal 1 workgroup has been looking into the program. | This workgroup will wait for a referral from Goal 1 workgroup on TQIP. | | |

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| Establishing meeting schedule | The workgroup decided that bimonthly meetings would be sufficient to accomplish its tasks. | Meetings will be every other month, even-numbered months on the first Wednesday from 12:30 p.m. until 3 p.m. | | |
| Adjournment | | Motion to adjourn (Wilczewski, Haas). Adjourned at 11:20 a.m. | | |