

## CRITICAL CARE SUBCOMMITTEE

MINUTES	DATE	TIME	LOCATION
	June 16, 2015	1:00 p.m.	ODOT – Conference Room G - A 1980 W. Broad St., Columbus, Ohio 43218

<b>ATTENDEES</b>	<i>Committee Members:</i>	<i>Chairman:</i> Julie Anne Rose, Adam Howard, Amy Haughn, Brian Byrd, Keith Wohlever, Linda Hines, Michael Jackson, and Natasha Meinert.
	<i>(EMS) Staff:</i>	David Fiffick, Connie White, Cindy Gossard and Mel House.
	<i>ODPS Staff:</i>	None.
	<i>Visitors:</i>	Kent Appelhaus – EMFTS Board Member, Barry Seth – LaGrange FD, Deanna Harris – EMFTS Board Member, Tom Allenstein – EMFTS Board Member, Becky Baute – EMFTS Board Member and Tony Anteau – Air Evac.
<b>ABSENT</b>	<i>Committee Members:</i>	Daniel Ellenberger, Lori Mizla, Marisa Maxey, Scott Swickard, and William Longworth.

### A G E N D A   T O P I C S

TOPIC	<u>Welcome &amp; Review / Approval of August 19, 2014 minutes</u>
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<b>DISCUSSION</b>	<p>The meeting was called to order at 1:09 pm.</p> <p>The meeting minutes from August 19, 2014 were reviewed and Chairman Julie Rose asked for a motion to approve the minutes. Because there was no quorum at the February 17, 2015 meeting the minutes, could not be approved at that meeting. They were reviewed and approved without change.</p> <ul style="list-style-type: none"> <li>◆ First: Ms. Amy Haughn;</li> <li>◆ Second: Ms. Linda Hines.</li> </ul> <p>Welcome of Cindy Gossard by Mr. Dave Fiffick. The Notes from the February 17, 2015 were reviewed.</p>
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TOPIC	<u>Committee Appointment</u>
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<b>DISCUSSION</b>	<p>Chairman Julie began the meeting by saying we discussed committee appointments last meeting and that at that time everyone needed to re-up. She was happy to see that most of the committee reapplied and appreciates everyone’s willingness to serve. At this point we have 13 members and one under question with no applications.</p> <p>Chairman Julie explained this is a new sub-committee and brought up the questions: “Who are we?” and “Why are we here?”</p>
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TOPIC	<u>Committee Goals and Objectives</u>
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<b>DISCUSSION</b>	<p>Chairman Julie opened discussion about the goals for this committee. The ideas were:</p> <ul style="list-style-type: none"> <li>⊙ Define critically ill / injured and critical care. <ul style="list-style-type: none"> <li>➤ Consider CAMTS levels of care or we define / comment</li> </ul> </li> <li>⊙ Develop guidelines for the appropriate use of Critical care resources. <ul style="list-style-type: none"> <li>➤ Educate referral sources</li> <li>➤ Appropriate use Air vs Ground</li> </ul> </li> <li>⊙ Compare Ohio standards to other states. <ul style="list-style-type: none"> <li>➤ Are we a Leader?</li> <li>➤ Gap analysis</li> <li>➤ Action Plan</li> </ul> </li> <li>⊙ Process to share patient outcomes</li> <li>⊙ Outcomes – EMS – Program</li> <li>⊙ Review all aspects of safety <ul style="list-style-type: none"> <li>➤ Discuss whether alternative / process</li> </ul> </li> <li>⊙ Address training / certification levels – Scope of Practice (SCT Committee).</li> </ul>
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	<ul style="list-style-type: none"> <li>⊙ Opportunity to Benchmark.</li> <li>⊙ Evidence based practice.</li> <li>⊙ Outcomes</li> <li>⊙ Aspects of Safety             <ul style="list-style-type: none"> <li>➤ Develop some guidelines or suggestions for best practices in safety</li> </ul> </li> <li>⊙ Address the training and certification levels</li> </ul> <p>Then asked the question, “does everyone still feel that those are worthwhile initiatives for us to move toward?”</p> <p>The group acknowledged the need and desire for this body to collectively work to provide influence to affect potential improvement in critical care transport services for Ohioans. Further discussion took place later in the meeting to define Critically Ill &amp; Injured.</p>
<b>TOPIC</b>	<b><u>SharePoint</u></b>
<b>DISCUSSION</b>	<p>Mr. Fiffick addressed the use of SharePoint by committee members. While the account is open and will remain so, IT does not support it. Mr. Fiffick addressed that SharePoint is very difficult to use, as we are not permitted to collaborate online due to “Sunshine Law”. Therefore, it can only be used the same way as if we were to email back and forth. The question was asked if it could be used as a repository for things such as minutes. Ms. Rose suggested that initially it was to have a place to post documents for others to review.</p> <p>It was brought up that there could be some issues with compatibility, and the possible use of “DropBox”. Mr. Fiffick will provide a tutorial for SharePoint next meeting on how to send a document to the office so it can be put on SharePoint for review.</p> <p>Ms. Rose requested that the purpose of the committee be printed at the top of all our documents.</p>
<b>TOPIC</b>	<b><u>Scope of Practice</u></b>
<b>DISCUSSION</b>	<p>Ms. Rose document was taken to Medical Oversight this morning and was welcomed with positive comments.. There were some suggestions on how we could tighten up the language a little. It will be on the Medical Oversight committee agenda next meeting.</p>
<b>TOPIC</b>	<b><u>KKK / NFPA / CAAS Update</u></b>
<b>DISCUSSION</b>	<p>Ms. Rose gave an update saying that as of July 1 there were several changes in the KKK specs as they came through the GSA, primarily having to do with patient and staff securement. The understanding is that the NFPA and CAAS processing is still happening, but meanwhile the GSA has changed the specs and Ohio being a KKK state we have no options but to comply with the changes effective any ambulance being built after July 1<sup>st</sup>. Clarification need: order after July 1<sup>st</sup> or built after July 1<sup>st</sup> and remounts excluded and used in ambulances grandfathered in.</p> <p>Per Mr. Fiffick, vehicles must follow KKK standards from the time it was built and public services do not have to follow KKK specs as Ohio is not a KKK state but our law requires K specs.</p> <p>Ms. Rose asked for a volunteer to gather facts and sent to Mr. Fiffick. Amy Haughn responded she can send out GSA link with Change 8. We need only to verify GSA has made that change; that Ohio has to comply with it specific to private.</p> <p>Mr. Fiffick said that Mr. House, prior to the Ohio Ambulance &amp; Medical Transportation Association meeting had a list of states following the KKK specs and it was in the 40’s.</p>
<b>TOPIC</b>	<b><u>Open Discussion</u></b>
<b>DISCUSSION</b>	<p>Ms. Rose opened discussion on the definition of “Critically Ill and Injured”. She passed out some current definitions for the same from other agencies. After lengthy discussion a definition was established as: The purpose of the Critical Care Sub-Committee is to identify and address issues pertinent to inter-facility</p>

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	transports of critically ill and injured patients, performed by services in the state of Ohio, by all modes of medical transportation. Mr. Fiffick suggested that we put it out in the minutes and plan to adopt next meeting.
<b>TOPIC</b>	<b><u>Adjournment</u></b>
<b>DISCUSSION</b>	Ms. Rose asked for a motion for adjournment. <ul style="list-style-type: none"><li>▪ First: Adam Howard</li><li>▪ Second: Natasha Meinert</li><li>▪ Motion passed.</li></ul> Meeting adjourned at 2:33 pm.
<b>TOPIC</b>	<b><u>Next Meeting</u></b>
<b>DISCUSSION</b>	<b><u>Tuesday, August 18, 2015 at 1:00 pm;</u></b> Location - TBA

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# CRITICAL CARE COMMITTEE

MINUTES	DATE August 18, 2015	TIME 01:00 PM	LOCATION Ohio Department of Transportation Conference Room G A
<b>ATTENDEES</b>	<i>Committee Members:</i>	Julie Rose (Chairman), A. Haughn, D Ellenberger, K Wohlever, L. Hines, L Mizla, M. Maxey, and M. Jackson	
	<i>(EMS) Staff:</i>	D. Fiffick, C. Gossard, M. House and C. White	
	<i>ODPS Staff:</i>		
	<i>Visitors:</i>	T. Anteam, and T. Allenstein	
<b>ABSENT</b>	<i>Committee Members:</i>	A. Howard, B. Byrd, N. Meinert, S. Swickard and W. Longworth.	

## A G E N D A   T O P I C S

TOPIC	<b><u>WELCOME &amp; REVIEW / Approval of Minutes</u></b>
<b>DISCUSSION</b>	<p style="text-align: center;">Meeting called to order at 1:17 p.m.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Chairman Rose made a motion for approving the meeting minutes from June 16, 2015. They were reviewed and approved without change.</p> <ul style="list-style-type: none"> <li>First: Mr. Keith Wohlever</li> <li>Second: Ms. Linda Hines</li> </ul> </div> <p>Ms Rose reported to the committee that she discovered at Executive Committee meeting there needs to be two board members on this committee and as of now she is the only member. Information was sent to Kent Appelhans. Some concern was expressed that there may not be a quorum. It was determined that eight members are needed and eight are present. There was a question as to whether Bill Longworth is still in the industry and may preclude him from being on this committee. The possibility of additions to the committee was discussed.</p> <p style="text-align: center;">Reviewed the definition of the committee’s purpose and changes made from last meeting.</p>

TOPIC	<b>REVIEW COMMITTEE GOALS AND OBJECTIVES UPDATE</b>
<b>DISCUSSION</b>	<p>Ms. Rose reviewed the three items the committee has been working on:</p> <ul style="list-style-type: none"> <li>The FBT and Medical Oversight did not meet to review and make recommendations.</li> <li>KKK specs nothing more to discuss in this meeting.</li> <li>What this committee decided the purpose is             <ol style="list-style-type: none"> <li>1. Define “Critically Ill and Injured Patient” considered CAMTS and NASEMSO definition. Committee email addresses updated for sending out information. <i>A patient requiring critical care transportation has a critical illness that acutely impairs one or more vital organ systems such that there is high probability of imminent or life threatening deterioration in the patient’s condition during transport.</i></li> </ol> </li> </ul>

## CRITICAL CARE COMMITTEE

Ms. Rose ask for motion to adopt the definition for Critically Ill and Injured Patient for this committee.

Keith Wohhever made a motion, all in favor.

2. The question was raised “Do we now take on this issue with Critical Care Transport”? What are the issue we think the state should address and where are the opportunities from improvement?

Ms. Mizla mentioned education and misuse of resources as areas improvement this committee can address.

Ms Rose mention 4 areas that may provide the framework for addressing issues.

1. Appropriateness of the use of Critical Care resources.
2. Safety Issues
3. Education and Training for Critical Care
4. Quality Assurance

Do we accept the board request that we take up the issue as to whether there should be any kind of certification or a focus on Critical Care training?

We have a “Purpose” and have defined “Critically Ill and Injured.

	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	SHAREPOINT
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<b>DISCUSSION</b>	<p>Mr. Fiffick mentioned there are documents on SharePoint and you should be able to see. We cannot take a topic and have two or more committee members going back and forth in communication on a subject. He will send out the email from July 9 again welcoming everyone to SharePoint.</p> <p>Mr. Fiffick will upload NABEMSO Docs again. All documents to be loaded must be sent to Dave to be uploaded.</p> <p>It was suggested by Ms Rose that different people bring documents from different sources to SharePoint that we can resource information from for the committee.</p> <p>CAMTS – M Maxey            Different States – K Wolhever            MITFA – L Hines            Payers Policies – L Hines            ASEP – L Hines</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	Adjournment
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<b>DISCUSSION</b>	<p>A motion for Adjournment was made by L. Hines            Seconded by Amy Haughn            All were in favor.</p>
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# CRITICAL CARE COMMITTEE

	Meeting was adjourned 2:30 p.m.
<b>TOPIC</b>	<u>Next Meeting</u>
<b>DISCUSSION</b>	October 20, 2015 (May be a “no go”) Location TBD
<b>TOPIC</b>	<u>Minutes Approved</u>
<b>DISCUSSION</b>	_____ <b>XXXXXXXXXX</b> , Chair _____ Date

## CRITICAL CARE SUB- COMMITTEE

MINUTES	DATE December 15, 2015	TIME 01:00 PM	LOCATION ODPS Conference Room 1106
<b>ATTENDEES</b>	<i>Committee Members:</i>	Julie Rose (Chair), Amy Haughn, Brian Byrd, Keith Wohlever, Linda Hines, Lori Mizla, Marisa Maxey, Michael Jackson.	
	<i>(EMS) Staff:</i>	Dave Fiffick, Connie White, Cindy Gossard, Michael Wise	
	<i>ODPS Staff:</i>		
	<i>Visitors:</i>	Tom Allenstein, Kent Appelhaus, Tim Pickering	
<b>ABSENT</b>	<i>Committee Members:</i>	Adam Howard, Daniel Ellenberger, Natasha Meinert, Scott Swickard, William Longworth.	

### A G E N D A   T O P I C S

TOPIC	<b>Welcome – Julie Rose</b>
<b>DISCUSSION</b>	<p>Thank you from Julie Rose for coming and adjusting seating.</p> <p>Reminder of Room rules as it stands with food and drink.</p>

TOPIC	<b>Review and Approval of August 18, 2015 Minutes – Julie Rose</b>
<b>DISCUSSION</b>	<p>Motion to approve: Keith Wohlever Seconded: Linda Hines</p> <p>All were in Favor.</p> <p>Two Acronyms corrected by Linda Hines</p> <p>ACEP under SharePoint NHTSA mentioned by Linda Hines.</p>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	<b>Review Committee Goals and Objectives Update – Julie Rose</b>
<b>DISCUSSION</b>	<p>The committee goals and objectives have been discussed in previous meeting, but for review: Purpose has been established and is on the top of the agenda, then to identify the kinds of transports or definition of Critical Care. The definition was read as determined last meeting.</p> <p>Four (4) Pillars of What we would Consider when discussing our work:</p> <ol style="list-style-type: none"> <li>1. Appropriateness of the use of Critical Care Resources</li> <li>2. Safety Issues</li> <li>3. Education and Training for Critical Care</li> <li>4. Quality Assurance</li> </ol> <p>Also the Medical Transportation committee can refer something to us if they feel it is in the scope of our work. We have defined the larger work of this committee but still have work to do for specific objectives of the committee.</p> <p>Ms. Rose stated she hopes all have filled out committee applications and that they plan to serve next year. Brian Byrd stated that due to job responsibilities, he will not be able to serve next year and asked what it takes to recommend someone.</p>

## CRITICAL CARE SUB-COMMITTEE

Anyone can be recommended and an application needs to be submitted. Kent Appelhans should be accepted as committee member due to the need to have two board member on sub-committee as co-chair.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	Updates – D. Fiffick
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<b>DISCUSSION</b>	<p>SharePoint: interesting program but difficult to use. All email addresses in cloud are now moved over to be able to use. M. Maxey said she needed to reset her password but now in. SharePoint is to be used as a repository of documents for meetings and other times and we are still evaluating how it works with this committee.</p> <p>Michael Wise just walked into meeting:  D Fiffick, introduced Mike Wise from Nursing Board  J Rose commented that not being able to hold conference calls throughout committee hinders success  M Wise said it would require a law change. The law is to provide public access to conversations and information.  Lori Mizla stated the board of Education was told they are not allowed to do phone conferences due to not being able to prove who is on the phone line.  Possible Webinar?  J Rose says want to use SharePoint to review documents prior to meeting, less review.</p> <p>D Fiffick opened SharePoint and conducted a review. If you have been on the committee, you already have email in SharePoint. Both committees (Medical Transportation and Critical Care) e mail accounts have been merged into the SharePoint account. D Fiffick will sent out email again, will require a change of password at log in. Time was spent for members to try to open SharePoint.</p> <p>Committee members were asked to go to SharePoint and review the documents that are currently there. Anyone wanting to add a document to SharePoint should send it to D. Fiffick and he will download it to SharePoint. K Wohlever stated he sent several documents to D Fiffick for upload to SharePoint.</p> <p>J Rose asked the committee to keep sending in documents they are of value to the committee and we will upload.</p> <p>J Rose Specialty Care Transport Issue: proposal to the Medical Oversight committee was several transports based on limited intervention in higher level transports. Under the current situation we are in there is no definition in Scope of Practice for those skills to require additional training. Dr Cunningham wants the committee to consider special endorsement for Critical Care Level in State of Ohio.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	Identify Viable Projects Support Goals and Objectives
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<b>DISCUSSION</b>	<p>J. Rose stated that the Specialty Care Transport came in at the beginning. We are looking for what it is that this group can do to improve critical care in the State of Ohio.</p> <p>4 Pillars of our work were stated again. She asked the group to evaluate if there is any merit to having a critical care endorsement in the state of Ohio as a project we would take on. In the beginning Director House stated that this committee should evaluate the appropriate use of critical care resources i.e.</p>
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## CRITICAL CARE SUB- COMMITTEE

Air, more than one helicopter arriving at the scene for safety issues. Is this an issue in Ohio? K Appelhaus and others mentioned there has been times when this has happened.

Ohio Assoc of Critical Care Transports was mentioned as a possible resource of information. They has spent a lot of time on unified communication plans within OACCT.

L. Hines asked if there is a strategic plan by the board in what direction we should go. Is this a critical care issue or transportation issue?

J Rose suggested we take that question to the Chair of the Medical Transportation committee to determine where the issue needs to be discussed and evaluated. Two questions: unnecessary multiple responses and if necessary response, when are certain services need and who determines appropriateness. There is a potential need for education of the referral source.

D Fiffick suggested we see what OACCT has done and how it can be used by this committee to address these issues. After identifying the problem what do we do now?

T Allenstein asked if we are going to write rules over how to send helicopter, probably not but what we can do is determine when it is appropriate.

D Fiffick also brought up another big issue Mobile Stroke unites licensed as Mobile Intensive units but dual responding with ALS units. Do we get into the medical issues by "stroke" unit?

Appropriate request of appropriate resources. How do we determine appropriate request of appropriate resources? We need adequate data and better understanding of providers to prevent unnecessary multiple responses.

In the strategic plan there was a desire to identify endorsement for a certification for Critical Care.

Waterline Break in parking lot – Break

D Fiffick within six months we will begin to work on the Ambulance Rules. They will be given to us one year in advance, therefore we have only 3 meetings to spend on them, due by April 2017.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	<u>Open Discussion – Julie Rose</u>
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<b>DISCUSSION</b>	<p>How do we get someone from OACCT to the February meeting? T Allenstein will find a way to take care of bringing to the February Meeting.</p> <p>M Maxey questioned if we are able to separate the groups (Medical Transportation and Critical Care) in SharePoint. D Fiffick will work on how to do this.</p> <p>J Rose asked how do we know there is something new to look at in SharePoint? D Fiffick will send out an email when there is new information to be viewed.</p>
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TOPIC	<u>Next Meeting &amp; Adjournment</u>
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<b>DISCUSSION</b>	<p>Next meeting will be February 16, 2016, from 1:00 – 2:30 (the day after Presidents Day) Location: ODPS Conference Room 1106</p> <p>A motion for adjournment was entertained from Amy Haughn and Seconded by Keith Wohlever. All in attendance were in favor and the meeting was adjourned at 2:24 PM</p>
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**CRITICAL CARE SUB- COMMITTEE**

TOPIC	<u>Minutes Approved</u>
DISCUSSION	<hr/> <p style="text-align: center;">XXXXXXXXXX, Chair</p> <p style="text-align: right;">Date</p>