

MEDICAL TRANSPORTATION COMMITTEE MEETING

MINUTES	DATE June 14, 2016	TIME 02:30 PM	LOCATION ODPS SHIPLEY BUILDING CONF RM 1106
ATTENDEES	<i>Committee Members:</i>	Thomas Allenstein, David DeVore, Douglas Wolters, Dudley Wright II, Linda Hines, Lori Mizla, Mark Resanovich, Paul Westlake, Thomas Wappner, Vincent Harris, Natasha Meinert, Michael Jackson, Amy Haughn	
	<i>(EMS) Staff:</i>	D. Fiffick, L. Smith, M. House, and C. White	
	<i>ODPS Staff:</i>		
	<i>Visitors:</i>		
ABSENT	<i>Committee Members:</i>	Paul Wright, Phil Koster, Kristie Gallagher, Kent Appelhans	

A G E N D A T O P I C S

TOPIC	Welcome: Thomas Allenstein
DISCUSSION	<p>Meeting Convened at 2:33 PM</p> <p style="padding-left: 40px;">Welcomed the new members, to their first meeting. We have a quorum.</p> <p>Review and approval of the April 19, 2016 minutes. Motion to approve the last meeting minutes: Motion – A. Haughn 2nd – L. Mizla All were in favor to accept</p>

TOPIC	Ambulance Rules
DISCUSSION	<p>Mr. Fiffick Rules Review: Early Stakeholders Release: Draft rules were sent to stakeholders to get feedback. Rules were sent to OAMTA and OACCT, over the EMS Listserv and to all licensed ambulance and MoICU e mail addresses in the Medical Transportation Service database. 3 comments were received.</p> <ol style="list-style-type: none"> 1. Medical Direction: “Board should not have say on who their medical director is”. The draft rules only address reporting who the medical director is for the service and that the medical director qualifies under existing rule OAC: 4765-3-05. 2. Periodic Mechanical Maintenance checks will be burdensome and costly to the service: The purpose of the service performing yearly mechanical maintenance checks by a certified mechanic is to assure that services have their vehicle inspected by a certified mechanic at least once per year and that the inspection is documented. Vehicle safety is the number 1 concern when this was discussed in committee. Also discussed was that most services perform this already. Two (2) other revisions were made to the form: <ol style="list-style-type: none"> a. Initial inspection was changed from 5,000 miles to 12, 000 miles for newly acquired vehicles b. Vehicles over 150,000 miles; recheck every 25,000 <p>D. Fiffick reintroduced Beverly Cooper as our rules coordinator. The draft rules are going to the Board at the June 15th meeting. If approved they will go to Common Sense Initiative (CSI). CSI should respond within 60 days with changes or advise if we can move forward. When rules come back from CSI, Beverly will share what they find. The rules will then go to JCARR for approval.</p> <p>Discussion on items that are listed in bold on inspection forms. Protocols may need changed for the services. Look at protocol to be specific to what they are carrying for inspection.</p>

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Review of new forms:

Periodic Maintenance Form:

Question from Linda Hines on vehicle periodic maintenance form, “safe and roadworthy” Define “safe”.
 Discussion: Safe. Opinion of the qualified mechanic on vehicle’s condition at the time of inspection.
 P. Westlake commented that when vehicles are in for an oil change; a lot of oil changing stations do a 96 point check on the vehicle as part of their service. A lot of ambulette services already do this on a regular basis. The inspection just needs to be documented.

Application: Initial and Renewal

New applications: New format and added Tax ID# and 17 Blocks to enter VIN Number on vehicle page

Renewal applications: Automatically generated by the database pre-populated with the services information. There will be a few changes and in a slightly different format.

Changed in rule that applications not complete and received by the expiration date the application will be returned.

Mr. Fiffick commented that he and Director House will be speaking at the OAMTA meeting next week.

Mr. Fiffick: Brief overview of new website; very user friendly

Motion to send Ambulance Rules to the Board.

1st motion– P. Westlake

2nd – D. Wolters

All were in favor to accept

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	<u>Ambulette Rules</u>
DISCUSSION	<p>Mr. Fiffick started discussion on the ambulette rules. He indicated that a lot of the changes made in the Ambulance rules will also be changed in the Ambulette rules. The Division will incorporate those changes in the ambulette rules and get copies out to the committee.</p> <p>Mr. Fiffick recommended to the committee to focus on the following sections: 4766-3-08, -09, -10, and -13. These are the most important areas that need to be updated, primarily 13. What we inspect and how we inspect needs to be addressed; age and condition of vehicle are our main concerns, vehicle safety for the client. A lot of the complaints we receive are regarding clients falling out of wheelchair due to not being secured properly or not being secured at all.</p> <p>Another examples:</p> <p>-08 Vehicle Inspections: Treat the same as ambulance as far as roadworthiness for inspections. Section 4 (a) Ambulette configuration; NOTE: As of July 1, 2016 any ambulette vehicle that 22’ in length or less the door height must be a minimum of 56”. This is not a new requirement.</p> <p>Suggestion: Annual inspection of lift; Mr. Fiffick: Research; Look to see if there are entities that can inspect lift mechanism on ambulette. Research Other states standards for licensing ambulettes.</p> <p>Vehicles with >15 passengers with GVWR of 10,000 lbs. or more are required to have commercial plates and inspected by DOT.</p> <p>-09 Maintenance Documentation: Suggestion was made to create a form or log for services to keep for ease of inspection.</p>

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-10 Equipment Requirements: discussed the following

Permanent mount storage container (no bungee cords) has to be strap, buckle or belt. Put into rule.

Discussion:

Suggestion was made to add a requirement for services to have a procedure manual in place for the drivers.

What to do in case of ... (Need to use first aid kit, do CPR or when to call 911, body fluid spills)

Should trained in Biohazard be required?

In addition to having training, do they have a plan?

Biohazard kit or first aid kit? Do we really need them and are they even being used??

-13 Driver Training and Qualifications: Discussed the following

Change in rule to require services to provide a list of all drivers with their application.

Create a form for services to use for their employee files.

Driver abstract from BMV only? Need to clarify what is acceptable for the insurance company. They may not be getting abstract from the BMV but from the web? Also must list all drivers and indicate employee is insurable.

Driver(s) license – Service must have a copy; must be 18 years of age with 2 year experience.

- Out of state driver license is acceptable. Abstract should be from state of driver's license?

Driver Training:

CPR and First Aid: Must training be "hands on" or is training over the web acceptable. Law states, board approved. Need to investigate into what web training there is out there and make a recommendation to the board on what is acceptable. Put into Rule.

CPR – Must have a copy of valid certificate in CPR

First Aid - Must have a copy of valid certification

1st responder: must be current

EMT: Must be current

Passenger Assistance Training: Should we require training be done by training program, (i.e. DRIVE Program or PASS Program only). Also discussed designing our own training course and if there should be required hands on training?

Suggestion: To add a line where the company ensures their employee has had the proper training.

Old Business?

New Business?

Anything for future agendas?

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

TOPIC	Adjournment
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DISCUSSION	<p>Next meeting is August 16, 2016 from 2:30 PM – 4:00 PM in ODPS Conference Room 1106</p> <p>4:16 PM Adjournment – T. Allenstein 1st motion – D. Wolters 2nd – D. DeVore All were in favor.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	None	None

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