

**TRAUMA REGISTRY ADVISORY SUBCOMMITTEE (TRAS)
MEETING MINUTES
Sept 21, 2011 / 1:00-3:30 PM
ODPS, Room 134 ("Motorcycle Room")**

REVISED 10/03/2011

I. CALL TO ORDER & INTRODUCTIONS

- A. The meeting was called to order by Ms. Bechtel, Co-Chair, at 1:00 p.m. at the Ohio Department of Public Safety.

Members in Attendance: Nancie Bechtel, James Begley, Joyce Burt, Roxanna Giambri, Renae Kable, Margie Koehn, Mike Nowak, Erika O'Neal, Wendy Pomerantz, Richard Treat, Patty Wilczewski

Members Absent: Deb Allen, Sally Betz, Vickie Graymire, Barry Knotts, Deb Myers, Maria Penrose, Mike Smeltzer, Terrie Stewart

ODPS Staff in Attendance: Tim Erskine, Sue Morris, Toni Tester, Liz Earley

Others in Attendance: An audience sign-in sheet is on file in the Division of EMS office.

- B. Introductions were made around the room.

II. APPROVAL OF MINUTES (July 20, 2011)

- A. The minutes from the July 20, 2011 were reviewed.

By consensus, the implementation date of the revised TACR Data Dictionary should be 2012, not 2010; JROC should be FIRST spelled out to say the Joint Registry Oversight Committee; and documentation should be added to reflect that a discussion of private hospitals changing software was ended because the committee has no purview for that discussion.

Upon motion duly seconded (Pomerantz, Treat), the minutes from the July 20, 2011 meeting were approved as revised. The motion was unanimously approved.

III. OTR COMMERCIAL SOFTWARE PRODUCT UPDATE

A. Letter to TRAS

- i. Ms. Bechtel summarized a letter from Mr. Leaming regarding a delay in the purchase of commercial trauma registry software due to a change in the purchasing process.

B. Progress in Light of Letter

- i. Mr. Erskine provided an update regarding the current status of that purchasing process, stating that the RFP would take approximately 6-7 months to prepare, which would delay the purchase by approximately one year, to 2013. This delay would also delay the implementation of the new Trauma Acute Care Registry (TACR) dictionary by one year.

C. Timelines Document

- i. Ms. Bechtel stated that, in light of the delay in the purchase of commercial trauma registry software, the previously agreed upon timeline was no longer relevant.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING & SHARING OF RESPECTIVE DOCUMENTS

A. Revised plan with Dates for Educating TACR Data Entry Personnel in Ohio on the New TACR Data Dictionary & Data Entry Processes

- i. Mr. Erskine summarized the revised plan for an educational rollout of the new TACR Data Dictionary. The revised educational plan did not include a timeline for implementation, due to the delay in trauma registry software purchase. Key revisions to the plan included the addition of regular educational webinars, which would be hosted by the Ohio Hospital Association (OHA), as well as regular letters to hospital CEOs from the OHA to remind them of the TACR submission requirements.
- ii. Ms. Bechtel requested that the portions of the plan that include the OHA be re-worded to reflect that the OHA volunteered to help with the process.

Upon motion duly seconded (Kable, Pomerantz), the proposed changes to the educational rollout plan will be implemented. The motion was unanimously approved. Ms. Wilczewski abstained from the vote because she was not present for the discussion. The revised educational rollout plan will be taken to the Trauma Committee for approval.

B. Revised Policy for Hospitals Non-compliant with TACR Reporting

- i. Mr. Erskine provided an update regarding the status of compliance with TACR reporting. He stated that the number of non-compliant hospitals had been reduced by more than half since the last meeting, dropping to 16 from 35.
- ii. Mr. Erskine stated that Summer Boyer had taken a new position outside of the division of EMS, and that the Division of EMS is currently working on filling that position.
- iii. Mr. Erskine summarized the revisions to the policy for the notification of hospitals that are non-compliant with TACR reporting. A clause was added into the policy to specify that all correspondence with non-compliant hospitals will be documented by the Division of EMS.

Upon motion duly seconded (Pomerantz, Wilczewski), the proposed revisions to the policy for notification of hospitals that are non-compliant with TACR reporting will be implemented. The motion was unanimously approved. The revised policy for notification of hospitals that are non-compliant with TACR reporting will be taken to the Trauma Committee for approval.

C. Updates to TACR Data Dictionary

- i. Ms. Tester summarized the revisions made to the TACR data dictionary based on the input of Dr. Begley, Ms. Burt, and Ms. Koehn. Additional revisions throughout the dictionary were suggested.
- ii. Discussion occurred regarding the appropriate definition for the discharge disposition locations.

By consensus, Dr. Begley will draft a letter to the NTDS recommending that they update their discharge disposition options to reflect Medicare/CMS definitions. This letter would be placed on State of Ohio letterhead and signed by Dr. Begley, Ms. Bechtel, and Mr. Erskine. The letter will be brought to the next TRAS meeting.

- iii. Discussion followed regarding suggestions by Dr. Cunningham to revise the criteria for signs of life, laryngeal mask airway, and the definition of hospice.

By consensus, Dr. Cunningham's suggestion regarding the Signs of Life criteria and LMA abbreviation will be implemented, while her suggestion for revising the definition of hospice care will be declined.

Upon motion duly seconded (Pomerantz, Kable), the revisions to the data dictionary were approved. The data dictionary will be reviewed annually or as needed. The motion was unanimously approved. The revisions will be sent to the Trauma Committee.

D. Suggested Changes for the 2010 State Trauma Report

- i. Ms. Tester summarized the revisions to the 2010 Trauma Acute Care Registry Annual Report. Discussion followed regarding additional data to be included in the 2011 Annual Report. Any additional revisions are to be sent to Ms. Tester by October 7, 2011.

E. Injury Rates by County Data

- i. This data was included in the 2010 Trauma Acute Care Registry Annual Report. Ms. Bechtel thanked Dr. Pomerantz and Ms. Tester for these additions to the report.

F. Progress on Draft Policy for Monitoring Rehab Registry Compliance

- i. This process has been put on hold pending the hiring of a new Trauma Data Manager. Progress will be reported at the November TRAS meeting.

G. Fact Sheet Topics

- i. No progress to report.

H. Data from Free-Standing Emergency Departments

- i. Ms. Harrison presented data that shows how many trauma patients are seen at free standing emergency departments (FSEDs).
- ii. Discussion followed regarding whether or not FSEDs should report data to the Ohio Trauma Registry.

Upon motion duly seconded (Wilczewski, Koehn), TRAS will recommend to the Trauma Committee that Free Standing Emergency Departments begin reporting data to the Ohio Trauma Registry. The motion was unanimously approved.

I. Follow-up Letter to R. Kable RE Rehab Data Submission Questions

- i. Ms. Bechtel presented a letter from Mr. Erskine to Ms. Kable regarding rehab registry data submission questions. Mr. Erskine agreed to keep Ms. Kable updated regarding estimated timelines for the actions summarized in the letter.

J. Draft Policy to Assess & Improve TACR Quality

- i. No progress to report; tabled until next meeting.

K. Draft Template for Quarterly TACR & Rehab Registry Reports

- i. Ms. Bechtel presented a template for quarterly status reports for TACR and the Rehab Registry. Ms. Tester presented a completed version of the template with actual data.

By consensus, the format for the quarterly TACR and Rehab Registry reports were approved, with the addition of a list of non-compliant hospitals and hospitals formally granted an extension by ODPS.

V. STATE TRAUMA COMMITTEE MEETING UPDATES

A. TQIP

- i. Ms. Wilczewski stated that Dr. Steinberg gave a presentation about the possibility of implementing TQIP on a statewide level.

B. Performance Improvement Metrics

- i. Ms. Wilczewski stated that Ms. Lynn Haas gave a presentation about developing a set of metrics that can be used to measure the performance of the trauma system in Ohio.

C. NHTSA Assessment

- i. Ms. Wilczewski stated that the recommendations of the NHTSA assessment were discussed at length.
- ii. Mr. Erskine provided more detail regarding the portions of the NHTSA assessment that directly involve the trauma system.

D. COTS Undertriage Report

- i. Mr. Erskine stated that the Trauma Committee reviewed the report and suggested that the project be referred back to COTS with the recommendation that the data be scrutinized further by representatives from Lucas and Cuyahoga Counties.

E. Priority 2 Grant Language

- i. Mr. Erskine summarized changes to the priorities of the EMS research grants, specifically priorities 2-6.
- ii. Discussion ensued regarding how money is assigned to each priority.

F. Ohio Injury Prevention Partnership Events

- i. Ms. Wilczewski stated that there will be a rally at the Ohio Statehouse against distracted driving on September 22 and that September 23 was Falls Prevention Awareness day.
- ii. Mr. Erskine stated that the Ohio Injury Prevention Partnership has formed a new Injury Advocacy and Policy group for people who would not be able to commit to quarterly meetings, but would still like to be involved in injury prevention advocacy.

VI. JOINT REGISTRIES' OVERSIGHT COMMITTEE (JROC) UPDATES

A. Selection of TRAS Representatives for JROC

- i. Ms. Bechtel summarized the purpose of the Joint Registry Oversight Committee (JROC) and requested volunteers from TRAS to serve on JROC. Ms. Burt, Ms. Koehn, Ms. Myers, and Dr. Begley volunteered to represent TRAS on JROC.

By consensus, these four TRAS members will represent TRAS on JROC.

B. Meeting Status

- i. Mr. Erskine agreed to talk to Ms. Deanna Harris to determine the next meeting for JROC.

VII. STATE PI SUBCOMMITTEE

A. Current Status

- i. Mr. Erskine stated that Dr. Miller has resigned from his position as head of the PI Subcommittee.
- ii. Discussion followed regarding the appropriate composition, leadership, and reporting structure of the PI Subcommittee.
- iii. Ms. Bechtel agreed to take the issue to the Trauma Committee to determine what they would like to see of a PI Subcommittee.
- iv. Discussion followed regarding the role of TRAS regarding PI for the data in the trauma registry. Data validation reports will be generated based on the recommendation of the data quality improvement workgroup.

VIII. OPEN FORUM

A. COTS Leadership

- i. Ms. Bechtel stated that she will be leaving her position at COTS for a new opportunity. She stated that while she would like to remain involved in TRAS, she is willing to relinquish her position as co-chair if someone is willing to ASSUME THE ROLE.

B. Trauma Registrar Guide

- i. Ms. Koehn presented a Trauma Registrar Guide that was distributed through the NTDS listserv. She recommended it as a reference manual for new registrars.

C. Agenda Item Deadline

- i. Ms. Bechtel requested that any agenda items or handouts be sent to her by November 1 for inclusion in the next meeting packet.

IX. ADJOURNMENT

With no further business to be addressed and by consensus, the meeting was adjourned at 3:00 p.m.

The next meeting will be held November 16, 2011.

Submitted by:
Toni Tester, MPH
Epidemiologist
Ohio Department of Public Safety, Division of EMS