

Rappahannock EMS Council
QI Meeting Minutes
18 July 2005

Attendees: Charlie Bocock, Bill Welsh, Mark Crnarich

Meeting called to order at 1911.

Reviewed patient care Incident Review Request (IRR) initiated from MWH ER. 25 mg promethazine with BP at 90/P, HR 134, R 30 and no fluid bolus given. There was no PPCR available to review. Reviewed REMS Protocol for Promethazine, nothing in contraindications address patient vitals.

Reviewed Agency 269 response to D25 / Oral glucose incident. Received copy of agency letter to provider. Agency directed provider to respond to QI request by July 19th. No other action possible at this time.

Next meeting tentatively scheduled for 22 August 2006, 1900 in the MWH ER Conference Room

Meeting adjourned at 1930.

Rappahannock EMS Council
QI Meeting Minutes
27 February 2006

Attendees: Shawn McDermott, Charlie Bocock, Bill Welsh, Mark Crnarich, Bill Yeatman (MWH EMS Coordinator)

Guests: Tina Skinner (REMS Executive Director), Kevin Dillard (REMS President),

Meeting called to order at 1905 by Chairman Shawn McDermott.

Opening words from Kevin Dillard, discussion about purpose and direction of the QI committee along with what kind of support received from area OMD's. Concerns were addressed about the authority of the committee and about lack of feedback from OMD's to previous committee recommendations. Concerns also addressed with lack of representation from area agencies, on the committee, as well as agency participation in submitting quarterly QI data. Only 4 members have been active on the committee for the past year. Consensus is there is a lack of support for the committee across the board from providers, agencies, and OMD.

Tina Skinner reviewed QI committee charter with those members present. Tina also reviewed copy of REMS State contractual requirements related to Quality Improvement / Quality Management. Discussion continued with possibly putting together a regional training program for State required QI. Tina reviewed sample QI process document, to possibly include in work for a training packet.

Recommendations were made to improve QI support, such as making QI participation a grading criteria from RSAF grant reviews. Also would like to get a minimum of 1 representative from each county. Suggestion also made that perhaps there should be 2 regional sub-committees: 1 for Planning District 16 and 1 for Planning District 9.

Consensus was the committee should shift priorities towards assisting in training area agencies to perform QI in accordance with State EMS regulations.

Discussion occurred with respect to past committee accomplishments

Discussion occurred on state data and how we can get a hold of regional data to assist with reporting on regional statistics.

Bill reviewed MWH REMS QI activity policy. This will need to go to the REMS Board for approval.

There were no case reviews, or updates from any previous cases.

Next meeting to be held 27 March 2006, 1900 in the MWH ER Conference Room

Meeting adjourned at 2005.

**Rappahannock EMS Council
QI Committee Meeting Minutes
April 24, 2006**

Present: **Shawn McDermott (Chairperson)**
 Bill Welsh
 Charlie Bocook
 Bill Yeatman

Meeting called to order 1915.

Discussed old business including proposed regional QI / QA form. Changes were made to form that was presented at last meeting of committee to reflect recommendations of committee. Additional changes were recommended and Shawn McDermott advised she would go back and revise form again and present at the next meeting.

Charlie Bocook presented copy of changes he had made to QI committee guidelines (charter). Committee reviewed changes and recommended additional revisions. Charlie will revise and bring form back to committee at next meeting.

Discussed proposed educational program / tutorial to assist agencies with performing QI and submitting required data. Shawn McDermott recommended before we proceed with creating a new tutorial program that we check with the state office of EMS to determine if they already have one. She will follow up on this and advise the committee at the next meeting. If there is not currently one available through the state, then the committee will have to pursue putting one together.

Discussion was held with Bill Yeatman regarding any recent QI referrals or issues. He outlined several that had been forwarded to the agencies.

Committee determined unless there was any pending issues, the next QI meeting could be conducted by e-mail. Bill Yeatman advised he would reserve the conference room in case we needed it. Shawn McDermott advised she would try and put some kind of tutorial outline together prior to the next meeting.

Meeting adjourned at 2025.

**Rappahannock EMS Council
Quality Improvement Committee**

**MINUTES
June 26, 2006**

Present: Bill Welsh, Charlie Bocook, Bill Yeatman, Shawn McDermott

Excused: Mark Crnarich

Meeting called to order at 1905 at Mary Washington Hospital ED Conference Room

Copy of Regional Trauma Triage Plan given to all members to review. Discussed the Quality Improvement section of the plan. No recommendations for revision were made by the committee.

Shawn McDermott advised the committee members that after speaking with several staff personnel at the Office of EMS, it was determined that no current QI tutorial exists, and the committee would have to create one. Committee members recommended we check with other councils to see if possibly one of the other councils had created one we could use.

Committee members agreed next regularly scheduled meeting should be conducted via e-mail unless any pending issues required otherwise.

Meeting was adjourned at 1950.