

Rappahannock EMS Council
Regional Trauma Quality Improvement Committee Meeting Minutes & Agenda
August 24, 2011

MEMBERS PRESENT

Cindy Hearrell, MWH Trauma Dept.
Leigh-Erin Jett, LifeCare
Kate Lim, Spotsylvania RMC

OTHERS PRESENT

Carolyn Marsh
Wayne Perry
Tyler Williams

EXCUSED

Mark Crnarich
Lori Knowles
Ryan Fines
Tina Skinner
Greg Fleck
Melissa Hall
Dr. Hasan

UNEXCUSED

Tim Kimble

Wayne Perry called the meeting to order at 8:10 pm in absence of the committee chair.

Motion by Cindy Hearrell and seconded by Kate Lim for approval of the minutes of May 25th, 2011, motion carried.

Old Business

1. Review statistical data for Trauma QI Indicators for the 2nd Quarter

Trauma System Indicators:

- Data submitted was reviewed and the objectives were met for the 90% threshold.
2. Agencies that were non-compliant have been notified, along with their OMDs. Those agencies are:

Culpeper Rescue	Goldvein Fire & Rescue
New Baltimore Fire	Orange County
Upperville Fire	Westmoreland Co
Chester Gap	NDW
Reva	

New Business

1. Reviewed QI Indicators for the 3rd Quarter
 - Based on discussion, going to amend Glasgow **Comma** Score to Glasgow Coma Score

Trauma System Indicator – Identify the total number of trauma patients. Of those charts, how many document a complete set of vitals and assess Traumatic Brain Injury markers: Oxygenation, Blood Pressure, Level of Consciousness using the Glasgow Comma Score, and pupil response. Trauma Protocol,

2. Reviewed the Trauma PI Plan.
 - There was a good discussion regarding the plan and all recommendations for changes (very similar to the medical plan's revision) will be carried up by the committee to the October Board of Director's Meeting for approval.
3. Reviewed five Shared Concerns forms received by the REMS Council in June and July 2011 for trauma calls.

Each agency was contacted and notified of the receipt of a shared concern and they were invited to have the providers involved with the calls appear at the meeting to answer questions and discuss the event. One provider from Fredericksburg Rescue was present and discussed his case. A letter was received from Fredericksburg Rescue indicating that the provider involved in their second case had left the agency and no longer lives in the region. The other agencies, responded to the REMS Council with additional information or a resolution status. See shared Concern sheet for further details and committee recommendations/actions.

Meeting adjourned at 8:52 pm.

Next meeting will be on November 16, 2011 at 7:00 pm at the REMS Council.

Agenda

1. Approval of the minutes

Old Business

2. Review statistical data for Trauma QI Indicators for the 2nd Quarter
3. Agencies that were non-complaint have been notified. Those agencies are:

Culpeper Rescue	Goldvein Fire & Rescue
New Baltimore Fire	Orange County
Upperville Fire	Westmoreland Co
Chester Gap	NDW
Reva	

New Business

4. Review QI Indicators for the 3rd Quarter

Trauma System Indicator – Identify the total number of trauma patients. Of those charts, how many document a complete set of vitals and assess Traumatic Brain Injury markers: Oxygenation, Blood Pressure, Level of Consciousness using the Glasgow Comma Score, and pupil response. Trauma Protocol,

5. Review the Trauma PI Plan.
6. Review 5 Trauma Shared Concerns received by the REMS Council in June and July 2011.

Next meeting will be on November 16, 2011 at 7:00 pm at the REMS Council.

**Rappahannock EMS Council
Regional Trauma Quality Improvement Committee Meeting Minutes & Agenda
November 16, 2011**

MEMBERS PRESENT

Tim Kimble – Chairperson
Ray Harvey
Leigh-Erin Jett
Lori Knowles
Tyler Williams
Tina Skinner
Dr. Hasen
Keith Beasley
Greg Leitz
Steve Mitchell
Tyler Williamson

OTHERS PRESENT

Carolyn Marsh
Wayne Perry

EXCUSED

Kate Lim
Mark Crnarich
Cindy Hearrell
Denice Greene

UNEXCUSED

Melissa Hall
Ryan Fines
Greg Fleck

Meeting called to order at 1910 by Chairperson, Tim Kimble at the REMS Council Training Center.

Motion to approve the minutes from the August 24, 2011 meeting by Dr. Hasan, seconded by Lori Knowles. Minutes approved.

Old Business

1. Review statistical data for trauma QI Indicators for the 3rd Quarter
 - a. Tina is going to review the trauma charts and see why extrication was greater than 15 minutes, per Dr. Hasan.
2. The two form changes recommended to the Board were approved, revised forms attached. Plan has been updated and form distributed to the hospitals for use.
3. Agencies that were non-complaint have been notified. Those agencies are:

Westmoreland County	REVA
Salem	NSWD
Orange County	Fredericksburg Rescue
Colonial Beach Fire	

Letters have been sent to the agencies advising they are non-complaint for the 3rd Quarter QI reporting period.

New Business

1. Review QI Indicators for the 1st Quarter 2012

Trauma System Indicator – Identify the total number of Trauma calls and the number of charts reviewed where appropriate neurological exam was performed and documented. Trauma Protocol, Assessment, Section 1, 1.2, 1.2.1, and 1.2.2.

Revision– Identify the total number of Trauma calls and the number of charts reviewed where the following were performed and documented: Glasgow Coma Score, PMS, boarded, and collared. Trauma Protocol, Assessment, Section 1, 1.2, 1.2.1, and 1.2.2.

2. Sub-committee met on October 5th and October 27th none of the Shared Concern Reports received involved Trauma.

Next meeting will be on February 22nd at 7:00 pm at the REMS Council.

Meeting adjourned at 7:35 p.m.

Agenda

Approval of the minutes from the August 24, 2011 meeting

Old Business

1. Review statistical data for trauma QI Indicators for the 3rd Quarter
2. The 2 form changes recommended to the Board were approved, revised forms attached. Plan has been updated and form distributed to the hospitals for use.

3. Agencies that were non-complaint have been notified. Those agencies are:

Westmoreland County	REVA
Salem	NSWD
Orange County	Fredericksburg Rescue
Goldvein	Culpeper Co. Rescue
Colonial Beach Fire	

Letters have been sent to the agencies advising they are non-complaint for the 3rd Quarter QI reporting period.

New Business

1. Review QI Indicators for the 1st Quarter 2012

Trauma System Indicator – Identify the total number of Trauma calls and the number of charts reviewed where appropriate neurological exam was performed and documented. Trauma Protocol, Assessment, Section 1, 1.2, 1.2.1, and 1.2.2.

2. Sub-committee met on October 5th and October 27th none of the Shared Concern Reports received involved Trauma.

Next meeting will be on February 22nd at 7:00 pm at the REMS Council.

**Rappahannock EMS Council
Quality Improvement Committee Minutes
Trauma Meeting
February 22, 2012**

MEMBERS PRESENT

Tim Kimble – Chairperson
Steve Mitchell, PHI Air Medical
Leigh-Erin Jett, LifeCare
Lori Knowles, Stafford Co.
Greg Leitz, Spotsylvania Co.
Tina Skinner, MWH EMS Liaison
Greg Fleck, Spotsylvania Co.
Keith Besley, Spotsylvania Co.
Cindy Hearrell, MWH

OTHERS PRESENT

Carolyn Marsh

EXCUSED

Tyler Williamson
Ryan Fines
Mark Crnarich
Ray Harvey

UNEXCUSED

Kate Lim
Dr. Hasan
Denice Greene

Meeting called to order by Tim Kimble, Chair, at 8:03p.m. at the REMS Council Training Center.

Motion by Greg Fleck, seconded by Cindy Hearrell to approve minutes of November 16, 2011. Change the past minutes at the top of the header from “Agenda” to “Minutes”. Motion carried.

Old Business

1. Review Data Sheet and Trauma QI Indicator for the 4th Quarter, Data Sheet and Indicator Charts were emailed to all committee members.
2. Agencies that were non-complaint have been notified. Those agencies are:

Catlett, Colonial Beach Fire, New Baltimore, Salem
3. The QI sub-committee had no meetings during this reporting Quarter
4. The compliance ratio is 90% with only 10% non-complaint.
5. OMD Reports have been emailed to all the OMD's.

New Business

1. Carolyn has created a QI email group and will be sending forms and data out to the agency representatives. All forms have been made fillable so the agency can fill in the data and email back to her. In return the agency representative will receive a reply advising the forms were received and if there are any issues with the reports she can advise and get it corrected. She also plans to email the Data Report and the Charts for the Indicators so the agency can see first hand what we are doing with the information reported.
2. Review Trauma indicator for the up coming 2nd Quarter 2012:

Trauma System Indicator – Total Trauma calls reviewed where the receiving facility was notified/given report at least 15 minutes prior to arrival

- o Trauma needs to be defined
 - o Providers need to be following the trauma triage plan
 - o Plans need to be with the protocol

- Need to include:
 - MWH
 - FFX
 - UVA
 - VCU
 - We can get the information from the Trauma Registry through the state, but they are 6 months behind with their information
 - Need to look at transport times less than 15 minutes and know that they are not going to be able to call in.
 - We need to try to improve the notification and make that a priority
 - Carolyn and Tina will work on this together
 - Since the state is 6 months behind, do we go ahead and do MWH now?
 - We can get the annual numbers from Russ at OEMS.
 - Lori's ideas for trauma:
 - Pelvic fractures: were they stabilized?
 - Was there any tourniquet use?
 - Was the protocol used?
 - What types of calls were they used on?
 - Was it successful?
3. Time to put our thinking caps on again as we need to identify at our May, 2012 meeting the QI Indicators for 2013. We need Four Trauma Indicators. In the past we had Dr. Hasan and Cindy Hearrell come up with the Trauma indicators. Need to discuss and decide if we want to continue as we did in 2012 or choose another process.

Unfinished Business:

One question for the Trauma Indicator In the 3rd Quarter 2011 was:

Total number of trauma patients that were not transported in 15 minutes of arrival on the scene. Please use the QI Justification Form to report why patients were not transported within 15 minutes.

On the justification sheet there was a report of 50% unknown. It was requested that Carolyn contact the agencies that report unknown in this category and request a more defined justification. She has reported zero responses to the request.

Motion to close the meeting by Keith Besley, seconded by Lori Knowles.

Meeting closed at 8:58p.m.

Next meeting will be on May 16th at 7:00 pm with location to be announced.

Agenda

Approval of the minutes

Old Business

1. Review Data Sheet and Trauma QI Indicator for the 4th Quarter, Data Sheet and Indicator Charts were emailed to all committee members.
2. Agencies that were non-complaint have been notified. Those agencies are:
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3. The QI sub-committee had no meetings during this reporting Quarter
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New Business

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Next meeting will be on May 16th at 7:00 pm with location to be announced.

**Rappahannock EMS Council
Quality Improvement Committee
Trauma Meeting
May 16, 2012**

MEMBERS PRESENT

Tim Kimble – Chairperson
Lori Knowles
Mark Crnarich
Cindy Hearrell
Greg Leitz
Greg Fleck

OTHERS PRESENT

Wayne Perry

EXCUSED

Christina Skinner
Steve Mitchell
Keith Beasley
Leigh-Erin Jett

UNEXCUSED

Ryan Fines
Ray Harvey
Kate Lim
Tyler Williamson

The meeting was called to order by Chairman, Tim Kimble, at 8:00p.m. at the REMS Council Training Center.

Minutes from the April 13, 2012 Trauma QI meeting were sent out by email. Cindy Hearrell stated she is now a community representative on the committee. No other questions, comments or amendments. A motion by Lori Knowles and second by Mark Crnarich to accept the minutes. None opposed. Motion carried.

Old Business

1. In reviewing the 1st Quarter Report there is one correction regarding the agencies that reported there needs to be a correction made under Marshall Fire: the total number of reports reviewed needed to be moved up one cell. Will inform Carolyn as it could skew total numbers because it was out of place.
2. Agencies that were non-complaint have been notified. Those agencies are: Brandy Station, New Baltimore, Salem
3. The compliance ratio is 93% with only 7% non-complaint.
4. OMD Reports have been emailed to all the OMD's.
5. The QI sub-committee had no meetings during this reporting Quarter
6. There are no indicators to review for the 3rd Quarter (Jul – Aug – Sep) since we have not established the indicators.

New Business

1. **Trauma System Indicators**: Total number of trauma reports for GCS and neurological exams before and after backboarding was noted or not noted. Total number of trauma reports reviewed was 855. Total number of trauma reports reviewed where the GCS and neurological exams were completed before and after backboarding was documented was 510. Total number of trauma reports reviewed

where the GSC neurological exams before and after backboarding was not documented in the PPCR was 108. 83% were in compliance and 17% non-compliant. Discussion ensued regarding the balance of 237 that were not accounted for. Suggestion was made that when the report is emailed to committee members a copy of the reporting form should be included

Trauma System Indicator 1, FY2013 1st Qtr. (July, August, September): How many patients were assisted with the use of a tourniquet?

Trauma System Indicator 2, FY2013 2nd Qtr. (October, November, December): Was spinal "opt-out" protocol used?

Trauma System Indicator 3, FY2013 3rd Qtr. (January, February, March 2013): How were patients with unstable pelvis stabilized?

Trauma System Indicator 4, FY2013 4th Qtr. (April, May, June 2013): Was level of pain greater than 5 documented? Was pain level documented after something was given? What was the isolated orthopedic injury?

Motion from Cindy Hearrell, second by Greg Fleck to adjourn meeting. Motion passed. Meeting adjourned at 8:20p.m.

Next meeting will be on August 22, 2012 at 7:00 pm location to be announced.

Agenda

Approval of the minutes

Old Business

1. Review Data Sheet and Medical and System QI Indicator for the 1st Quarter. Data Sheet and Indicator Charts sent to all committee members.
2. Agencies that were non-complaint have been notified. Those agencies are: Brandy Station, New Baltimore, Salem
3. The compliance ratio is 93% with only 7% non-complaint.
4. OMD Reports have been emailed to all the OMD's.
 5. The QI sub-committee had no meetings during this reporting Quarter
 6. There are no indicators to review for the 3rd Quarter (Jun – Jul – Aug) since we have not established the indicators.

New Business

1. Establish four Trauma System Indicators for 2012 – 2013.

Next meeting will be on August 22, 2012 at 7:00 pm location to be announced.