

**Rappahannock EMS Council
Pharmacy Committee Meeting
Tuesday December 7, 2004**

Minutes

Meeting called to order by Chairperson Kevin Dillard at 10:00 a.m. at the REMS Council Training Room.

Members present:

Kevin Dillard, REMS Board Member
Tim Kimble, Council Program Rep.
Robert Zywiak, Mary Washington Hospital Pharmacy
Chris Simmons, Culpeper Hospital
Don Taylor, Spotsylvania Fire & EMS
Joey King, LifeCare Medical Transports
Karin Bankston, EMS Coordinator, Mary Washington Hospital
Linda Harris, REMS Systems Coordinator

Others Present

Tina Skinner, REMS Staff

I. Committee Charter Completed:

Mission:

Working to develop effective policies for use and exchange of our regions EMS medication kits to include medication box protocols and the medication box exchange programs at regional hospitals.

Purpose:

Improve the level of care provided by the medical personnel operating under the cognizance of REMS. To develop policies and procedures for medication temperature storage and needle stick safety to assure compliance.

Key Customers:

Critical customers are patients that are treated and transported by our regional EMS providers; the EMS providers; the Emergency Department OMD's and staff; Hospital pharmacies; EMS agencies and REMS council staff.

Resource Support:

Resources for this committee would be a representative from the Board of Pharmacy; REMS staff and financially from the Rescue Squad Assistance Fund (RSAF) to support special projects.

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Decision-Making:

Bi-Monthly reports to the Rappahannock EMS Council Board of Directors.

Authority for Independent decisions:

Recommendations only

Goals/Expected Outcomes:

- Develop policies and procedures for region wide medication temperature storage on EMS units.
- Develop policies and procedures for a needle stick safety program to assure compliance. Develop training program for needle stick safety.
- Identify the specialty EMS Teams in our region to include ERT and Search & Rescue teams. Develop policies for storage of critical care medications that are used by these teams under the state scope of practice.
- Develop region wide policy for exchange of medications used on all EMS units at all Region's Hospital Pharmacies.
- Develop region wide standardized narcotic box design.
- Develop region wide key system for all ALS providers.
- Develop survey to send to agencies and ALS providers on wants, wishes and needs for Pharmacy Committee.
- Work on developing RSAF Grant request for region wide standardized medication boxes and region wide security system.

Proposed Meeting Schedule:

Monthly meeting for the next few months then bi-monthly.

Next meeting January 4, 2005 at 10:00 AM at Culpeper Hospital Board Room.

Topics for next meeting:

Invite Terry Gamlin from Stafford County Office of Fire & Rescue on the status of the one for one drug exchange pilot program between Stafford County and the Mary Washington hospital Pharmacy.

Invite Ralph Orr or member of the Board of Pharmacy

Discuss information found about the Temperature Control Devices on the current market.