

## **Monroe Livingston REMAC Meeting Minutes**

**July 16, 2012**

### Agenda Review – Manish Shah, MD

- Agenda is being passed around – does anyone have changes?

### Minutes – Manish Shah, MD

- Minutes from the last meeting have been posted. Motion to approve the minutes – Breese, Second – Cushman. All in favor? Opposed? Motion passed.

### Correspondence/Announcements – Manish Shah, MD

- Dr. Benjamin Ostrovsky – new EMS physician at URMC
  - Will be spending time with various agencies
- Effort mainly centered in NYC to get support for community paramedicine
  - Have requested that we provide them with a letter of support
  - Dr. Shah will write letter on behalf of REMAC
  - Motion to accept the letter being written – Czapranski, Second – Breese
  - Discussion? All in favor? Opposed? Abstentions? Motion passed.

### Medical Director's Report – Jeremy Cushman, MD

- BLS videos has been released and posted to the website
- Medication shortages continue to be an issue

### Program Agency Administrator's Report – Tracy DeMarse

- PA fax number has changed to 473-3516 – this has been posted in the weekly e-mail and website
- 2013-2014 training budget and training template have been approved – will submit to NYS
- Specialty course renewal packet has been approved
- Council has approved a Facebook page to be created for Council
  - Weekly e-mails and website postings re: trainings and announcements not reaching everyone
  - 90-95% of the providers in our region are on Facebook
- Quarterly reports will be complete soon

### Council (MLREMS) – Mark Tornstrom

- Council has made significant changes to the by-laws
- All changes should be finalized for the September meeting
- Approved course sponsorships to continue to teach
- New curriculum - national standards have been adopted by NYS
  - Working to update some of the courses; significant updates made to the advanced provider level

- Awards: Matt Jarrett and Dwayne May have been recognized at the State Level
  - They will be recognized at the Vital Signs Conference in Syracuse in October

#### State Council Meetings – Tim Czapranski

- Next SEMAC and SEMSCo meetings will be on October 3<sup>rd</sup>-4<sup>th</sup> in Troy
- State Trauma Advisory Committee will be on October 11<sup>th</sup> in Troy
- EMS for Children will be on September 18<sup>th</sup> and December 18<sup>th</sup>
- Vital Signs will be on October 18<sup>th</sup> – 21<sup>st</sup> in Syracuse at the OnCenter

#### State Council Meetings – Jeremy Cushman

#### State Actions – Tracy DeMarse

- Brent Sala – Lancaster, NY
- Susan Bull – Cheektowaga, NY

#### ALS Subcommittee – Julie Jordan (Chair)

- Continue to meet

#### Pharmacy Subcommittee – Mike Kuder (Chair)

- No report

#### Protocol & Policy Committee – Jeremy Cushman, MD (Chair)

- Continues to take a summer vacation – will resume meetings in the fall
- Will send out a list of topics to discuss soon

#### Quality Assurance Subcommittee – Manish Shah, MD (Chair)

- Will need to go into executive session
- QA Committee spent a fair amount of time revising its policies & procedures
  - Brought them up to date & closed loopholes and problems that we have had with the document
  - The document will be put out for comment in the next week
  - Please e-mail comments/feedback to Tracy or Dr. Shah

#### MHA TAH, Mark Tornstrom

- No report

#### Regionalization, Julie Jordan

- Have been on summer vacation. Will meet again at the end of September
- Looking for some new members

### Finger Lakes Regional Trauma – Bob Breese (Official Representative)

- RTAC met on June 26<sup>th</sup>
- ATLS Courses coming up: September 21<sup>st</sup>, September 25<sup>th</sup>, November 12<sup>th</sup>, November 13<sup>th</sup>
  - EMS providers are welcome
- When bringing trauma patients to the trauma center, please ensure that a clear and precise prehospital report is turned in
- Next RTAC Meeting will be October 16<sup>th</sup>

### Chart Lock Times TAG – Bruce Thompson & Mark Philippy

- Met in June to discuss issues re: chart lock times
- Information needs to be submitted in a timely fashion to ensure best patient care
- Due to the State requirement, unless a paper transport form is there, charts should be completed before providers leave the hospital
- Paper form should be filed by the agency
- Agencies should be responsible for establishing their own processes and policies for tracking and ensuring its attachment to the electronic chart or PCR
- 40% charts closed within an hour; 75% charts closed within 2 hours, 90% charts closed within 3 hours, 95% closed within 4 hours, 98% closed within 6 hours, and 100% closed before end of shift
- Incident reports would be required for any PCR completed beyond 6 hours
- Agencies should focus the transition of patient care at the hospital
- Transport outcomes should be standardized – statistical analysis of ALS vs. BLS chart closing times
- A QA case will not be generated for every chart that's over 6 hours
- The threshold is three months in a row or five out of twelve months
- In regards to Item 4 – Dr. Cushman feels as though providers should be held responsible
  - The first QA referral is to the agency and the second referral should be sent to the Regional QA Committee
- Essentially, there is no way to track these paper charts; they can get lost etc.
- The form will be sent out to everyone and posted to the website for review/comments
- Clinicians are encouraged to join this TAG as their feedback is very important

### Old Business

- None

### New Business

- St. Ann's is scheduling an implosion on July 28<sup>th</sup> between 8:30 and 11:00
  - Will impact the traffic flow to RGH
  - Please pass the memo to your providers/agencies

Motion to move to Executive Session - Executive Session held.

- Lengthy discussion re: QA Case 120502 – one issue for REMAC to discuss and vote on
- Case of Paramedic Charles Cutler – there are a number of issues that need to be handled from a standpoint of education in terms of an improvement plan

Suggestions are as follows:

- (1) Paramedic Cutler is immediately removed as a preceptor and cannot reapply for one year after completion of the educational plan that the REMAC QA Committee will be overseeing
- Moved by Cushman, Seconded by Breese.
  - All in favor? Discussion? Ayes. Opposed? Abstentions? Dr. Murray abstained. Passed
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- Move to adjourn – Breese. Seconded.
  - Next meeting to be held Monday, September 17<sup>th</sup>