

**Quality Assurance Committee  
Sub-Committee of REMAC**

- Name:** QA Committee
- Purpose:** To ensure a fair and equitable QA/QI system in the Monroe-Livingston Region for the purpose of facilitating high quality patient care throughout the region.
- Membership:** Ex-Officio Positions:  
Regional Medical Director or designee  
Associate Medical Director for QA or designee  
QA/QI Coordinator  
ALS Committee Chair  
EMS Fellow(s) (see below)
- At-Large Positions:  
Physician (2 positions) - preferably Emergency Physicians  
Provider (8 positions) – preferably a representational cross section of all levels of care provided in the MLREMS region (FR Non-transport, BLS, ALS, ALS NT, Air Medical)
- EMS Fellows:** EMS Fellows currently enrolled in the EMS Fellowship Program at the University of Rochester will be eligible to serve on the REMAC QA Committee. The EMS Fellow(s) may participate in reviews and provide input on committee decisions however the Fellow(s) will not retain voting rights on matters before the QA Committee. The EMS Fellow(s) term on the QA committee will commence at the start of their Fellowship and shall expire at the time of their Fellowship completion. The Fellow will be expected to abide by all confidentiality and participatory requirements as set forth by the REMAC.
- Applicants:** New applicants must be practicing at the level of the seat they are seeking
- New provider applicants must have been cleared in the Monroe-Livingston Region for at least 2 years
- Filling Seats:** October - notice will be sent out to the region via the MLREMS website to advertise for applications to fill the seats that are open - applications are due to the Chair of the QA Committee by Oct 31<sup>st</sup>.
- November - applications received will be reviewed by the QA Committee as a meeting agenda item and a recommendation for selection will be forwarded to the REMAC Chair.
- December - announcement by the REMAC Chair of membership
- Seat Terms:** At-Large Positions are a two year term, half expiring one year, and the balance the following year
- Re-application** Members of the QA Committee whose term is expiring after two years may reapply through the existing application structure and whose applications will be considered by the committee in abstentia by the re-applying member.

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### Expectations:

**Attendance:** Meetings are held once every month. Members are expected to attend a minimum of 80% of meetings held during any 12 month period.

**Confidentiality:** Confidentiality of all committee work is paramount for the QA committee. Members are required to sign a confidentiality agreement that covers the length of their term, and breach of confidentiality will result in immediate removal from the committee.

**Participation:** Members must periodically participate in Rapid or Routine Reviews. Members that have a conflict of interest are excused from the Review. Each member may excuse themselves from a maximum of 2 reviews per 12 months that are not due to conflict of interest.