



Georgia Trauma Commission

Right Patient, Right Hospital, Right Time, Right Means

Georgia Committee for Trauma Excellence

MEETING MINUTES

Wednesday, 22 January 2014
Scheduled: 11:00 am to 3:00 pm

Health and Human Services Building
LaQuita D. Rogers Nursing Classroom – Second Floor
2100 Comer Avenue
Columbus, Georgia 31904

CALL TO ORDER

Ms. Gina Solomon called the meeting of the Georgia Committee for Trauma Excellence to order at 11:03 AM. Quorum was established at 11:12 AM at the Health and Human Services Building, LaQuita D. Rogers Nursing Classroom – second floor in Columbus, GA 31904.

MEMBERS PRESENT	REPRESENTING
Kathy Sego	Athens Regional Medical Center
Rochella Mood	Atlanta Medical Center
Jaina Carnes	Cartersville Medical Center
Dewayne Joy	CHOA
Greg Pereira	CHOA
Monique Boone <i>(Via Conference Line)</i>	CHOA
Pamela Jones <i>(Via Conference Line)</i>	CHOA
Karen Johnson <i>(Via Conference Line)</i>	CHOA-Egleston
Tracie Walton	CHOA-Scottish Rite
Sabrina Westbrook <i>(Via Conference Line)</i>	Clearview Medical Center
Jill Brown <i>(Via Conference Line)</i>	Coliseum Medical Center
Joni Napier	Crisp Regional Medical Center
Bruce Bailey <i>(Via Conference Line)</i>	Doctors Hospital of Augusta
Jodi Cunningham <i>(Via Conference Line)</i>	Doctors Hospital of Augusta
Gail Thornton	Emanuel Medical Center
Melissa Parris <i>(Via Conference Line)</i>	Floyd Medical Center
Chad Taylor <i>(Via Conference Line)</i>	Floyd Medical Center
Regina Medeiros	Georgia Regents University
Emily Wright	Grady Memorial Hospital
Emma Harrington	Grady Memorial Hospital
Gina Solomon	Gwinnett Medical Center, GCTE President
Colleen Horne <i>(Via Conference Line)</i>	Gwinnett Medical Center
Kim Brown <i>(Via Conference Line)</i>	Hamilton Medical Center
Jo Roland <i>(Via Conference Line)</i>	John D Archbold Memorial Hospital
Laura Garlow <i>(Via Conference Line)</i>	Kennestone Hospital, GCTE Vice President
Blake Monroe	Meadows Regional Medical Center
Tracy Johns <i>(Via Conference Line)</i>	Medical Center of Central Georgia
Inez Jordan <i>(Via Conference Line)</i>	Medical Center of Central Georgia
Ashley Forsythe	Midtown Medical Center (formally The Medical Center of Columbus)
Imogene Willis	Midtown Medical Center

Linda Campfield-Carter Tammy Russell Deb Battle Jesse Echols Jim Sargent Lynn Grant Patricia Newsome	Midtown Medical Center Memorial Health University Medical Center Northeast Georgia Medical Center Northeast Georgia Medical Center North Fulton Regional Hospital Taylor Regional Hospital Trinity Hospital of Augusta
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OTHERS SIGNING IN	REPRESENTING
Renee Morgan Marie Probst <i>(Via Conference Line)</i> John Cannady Dena Abston Jim Pettyjohn	State Office of EMS/Trauma State Office of EMS/Trauma Georgia Trauma Commission/Staff Georgia Trauma Commission/Staff Georgia Trauma Commission/Staff

WELCOME AND INTRODUCTIONS:

Gina Solomon

Ms. Solomon reported she sent out the minutes with the agenda via email on 21 January 2014 around noon. The audience discussed not receiving the email. Therefore, the minutes were not reviewed to be approved from their last meeting in November 2013.

SUBCOMMITTEE REPORTS:

PI/REGISTRY

Jo Roland *(via conference line)*

Ms. Roland reported the work group had a webinar on the V5 outcomes module for orientation of the product. The small work group wanted to get feedback from the entire GCTE group and has suggested they explore the module and make recommendations or questions about what they would like to see in the upcoming webinar. She also asked them to establish some goals for the webinar on places that needed further clarification. She clarified a webinar will take place on 21 February 2014.

She further indicated this module can be customized to each hospital's own needs. The PI group is still working on some trial and error reports after upgrading to the V5 module. Discussion ensued. Ms. Solomon mentioned Josh at Digital Innovations is a good resource to use when struggling with the module. He can help run and create customized reports that are consistent.

Ms. Marie Probst mentioned there will be designation training held on 06 February 2014, however there is also a registry workgroup webinar that day and she would not be available to be on the call.

There are two upgrades that need to take place, one is the upload V5 data central site update and the other is the current upgrade which includes TQIP processor care measures, report writer and data elements. Ms. Probst indicated to hold off on updates until further clarification has been established with DI and the State.

SPECIALTY CARE

Tracie Walton

Ms. Walton began by mentioning that special projects could include the following areas: burns, rehabilitation, and pediatrics. Discussion ensued about help to get grants for rehab to find out national standards and how Georgia stands against the national average in this field of care. Ms. Walton also mentioned that she has been chair of the Specialty Care Committee for 2 ½ years and would like to hand the position over to another willing volunteer. Specialty Care does not have any projects they are working currently and therefore, could use some.

INJURY PREVENTION

Emma Harrington

Ms. Solomon introduced Emma Harrington as the new chair for the Injury Prevention Subcommittee. Ms. Harrington began by mentioning the workgroup has made a partnership with Matter of Balance to begin fall prevention courses where participants would gain 16 CPE hours over an 8 week course. She also mentioned

that every trauma center should have designated a coach or trainer to help with these efforts. She indicated the next Subcommittee meeting will be held on 26 February 2014 at Grady.

SPECIAL PROJECTS

No chair or members indicated for Special Projects Committee and therefore, no report was given.

RESOURCE DEVELOPMENT

Laura Garlow

This Committee does not have a chair as well; however Laura Garlow has taken the role on in the interim. Ms. Garlow reported this Subcommittee has been working on registry training course options. She indicated the American College of Surgeons (ACS) has a five day course which is outdated from 2009. ACS also has an online course available as well that she could work with them on negotiating a lower rate for large number of participants, if members were interested in the training. Discussion ensued that maybe Georgia could get a part time class or webinar offered instead of a 5 day course or possibly a consultant to come for a day to reiterate the webinar. Tracy Johns volunteered (via conference line) that she would help Laura out to get this training working.

EDUCATION AND TAG

Regina Medeiros and Kathy Sego

Dr. Medeiros began by passing out a "TAG Summary" handout. (See attachment #1) This update was formed by Dr. Medeiros and Jim Sargent's combined efforts. Dr. Medeiros pointed out a few things on the reimbursement form. Instructor's will receive a flat fee of \$30 per hour rate for teaching courses for either ASPR or GTC funded courses with the standard mileage rate adjusted to \$0.56 at the IRS rate. Meals rates will be a per diem rate indicated in the memo on the fourth page of the handout. All of the forms have been standardized to be consistent for ASPR and GTC funded classes. Dr. Medeiros will send these forms out electronically to the group.

Mr. Greg Pereira indicated there was a Regional Coordinating Hospital meeting recently. ASPR is considering decreasing funding or deleting pieces of funds typically received. They are considering not paying for travel expenses or lodging, however have not come to a conclusion yet. These funds are intended to help a particular region and funding may not be available for a coordinator from Atlanta to receive training in Savannah.

Discussion ensued on how TAG along with GCTE could invest in trauma registry training. This would involve submitting a proposal to GTC to update the contract to specify including a course for registry. They discussed considering a Pediatric Care after Resuscitation PCAR course for future contracts. Dr. Medeiros also mentioned the accounting firm will be conducting another financial statement audit of TAG's books.

On the third page of the handout, there is a list titled "TAG Educational Offerings". (See attachment #2) There was a lengthy discussion on how these classes were going to be filled and/or taught before fiscal year end. Deb Battle from Northeast Georgia Medical Center indicated that she has books for the RTTDC course. The ICD-10 course is currently scheduled for June 26-27, 2014.

COMMISSION REPORT/UPDATE

Jim Pettyjohn

Mr. Pettyjohn indicated that the Commission meeting will be meeting tomorrow in Columbus at Midtown Medical Center's conference center. He encouraged all to attend if possible. All documents for the meeting are uploaded to the Commission's website. There will be a presentation of Dr. Pracht's data analysis of the Georgia Trauma System and a presentation by Dr. O'Neal from OEMS/T for a draft of the Georgia Trauma Plan.

OEMS/T UPDATE

Registry

Marie Probst (*Via Conference Line*)

As previously discussed, Ms. Probst mentioned the V5 update to the central site must be completed before receiving download data for the trauma registry. In the meantime, send your registry records via email to Marie for the particular quarter due.

Site Surveyor Course

Renee Morgan

Ms. Morgan stated she has been receiving applications for the Site Surveyor Course with the majority received from Region 3, however the number of emergency room physicians were down and that they needed more to enroll. She also indicated that you would receive an email on whether or not you could attend this course, as it has very limited spaces. There are only 20 slots to fill at this time, however this course will be ongoing course with annual updates.

Ms. Morgan mentioned that she has been having some email issues over the past couple of weeks for emails being sent and received. If she has not acknowledged an email you have sent her during this time, please forward to her again.

The OEMS/T is also conducting interviews for the Deputy Director next week.

NEW BUSINESS

Gina Solomon

Mr. Pereira mentioned that there is an Emergency Management Summit and Training Conference to be held during April 2014. There are 5 open seats available for the course for GCTE members only. Send all applications to Greg for consideration.

Ms. Solomon mentioned she still has the subcommittee sign-up sheets with her today for people to sign up for a subcommittee or they can just forward her an email.

NEXT MEETING DATE AND ADJOURN

Gina Solomon

Ms. Solomon indicated the group would wait until after the Commission meeting tomorrow to decide on their future meeting dates and times, as they would like to keep them the day before the Commission meetings. She will email out the GCTE schedule after the Commission has approved their meeting schedule.

Adjourned: 2:01 p.m.

Crafted by Dena Abston

TAG Summary

ASPR Funding/Registration

There has been some confusion surrounding registration for ASPR funded courses. The process is different and requires some extra steps in order to ensure a smooth process.

In order to receive funding from ASPR a course has to be listed on the publically viewed ASPR calendar and registration must be done through the calendar.

ASPR uses Survey Monkey as their tool for registration, they have agreed to customize registration forms for each course they are supporting, you can put qualifiers on the registration form and you can also set a limit as to the number of registrants. The system also has the capability of sorting by date of registration and creating a “wait list” as well.

It is important to note that completing the registration form in the ASPR calendar does not mean a person is confirmed in a particular course. The course coordinator must follow up with the people who completed the ASPR form to confirm registration. Leah Hoffacker is the point of contact for ASPR for obtaining the names and contact information for those who sign up via the ASPR calendar.

You can reserve spots in a course for the host facility the maximum number of registrants will be adjusted accordingly. It is the responsibility of the course coordinator to communicate to the host facility the need to register their staff via the ASPR calendar. Be sure to communicate to Leah that you need spots reserved and the number requested. Set a date that those spots will be released in the event the host facility does not use all of them.

ASPR Courses:

TNCC: (max # 20 participants)

Spalding Regional Hospital – October 24 – 25, 2013	COMPLETE
Meadows Regional – November 14 – 15, 2013	COMPLETE
Mitchell County – Rescheduled *	

ENPC: (max 20 Students)

Grady Hospital – November 21 – 22, 2013	COMPLETE
West GA Health – February 25 – 26, 2014	
Monroe County Hospital – May 1 – 2, 2014	

RTTDC: (Max #30 participants)

Evans Memorial – August 20, 2013	COMPLETE
Coffee Regional – November 5, 2013	
Satilla Regional – February 11, 2014	

Reimbursement paperwork is the same regardless of funding source.

ATTACHMENT #1

Trauma Commission Funded Courses

Registration for Trauma Commission funded courses are handled as you would for a course offered at your facility. Each course coordinator is responsible for sending out the brochure and registration form. They are also responsible for registering and confirming participation in the course and sending the necessary course materials out to the participants. There has been some confusion and logistical issues when registration is left up to a point of contact at the host site.

At some point in the future we hope to have the process more streamline and available on the TAG website but that is not available at this time.

Below is a list of courses to be completed prior to June 30, 2014

RTTDC: 6 courses in total are listed, two have tentative dates one at Worth County in January of 2014 the other one at Ty Cobb also in January leaving 4 to be scheduled.

ATCN: We have two ATCN courses to schedule (one will held in Macon in June)

ENPC: There are 3 courses to schedule

TNCC: There are 3 courses to schedule

*** We have \$7,000.00 allocated for a Georgia Trauma Nursing Course that we will not be developing. We need to think of utilizing these funds to support registry/coordinator education related to V5 or Outcomes module***

Do we want to request additional funding for next year? From ASPR? From the Trauma Commission?

TAG Educational Offerings

As of: 1/2014

RTTDC	GTC funding (2013)	8/20/13	Evans Memorial – complete
TNCC	ASPR funding	10/24 & 10/25	Spalding Regional/Griffin – complete
RTTDC	ASPR funding	11/5/13 <i>-not completed</i>	Coffee Regional - <i>Wynn</i>
TNCC	ASPR funding	11/14 & 11/15	Meadows Regional/Vidalia - complete
ENPC	ASPR funding	11/21 & 11/22	Grady Hospital/Cairo - complete
RTTDC	GTC funding (2013)	1/3/14	Worth County Civic/Sylvester
TNCC	ASPR funding	1/30 & 1/31/14	Mitchell County
RTTDC		1/31/2014	Ty Cobb (<u>cancelled</u>)
RTTDC	ASPR funding	2/11/14	Satilla Regional/Waycross - <i>moved to Camdler Co (Meadows)</i>
ENPC	ASPR funding	2/25 & 2/26/14	West GA Health/LaGrange <i>Breg Pereira</i>
ENPC	ASPR funding	5/1 & 5/2/14	Monroe County Hosp./Forsyth <i>Jo Roland</i>
ATCN	GTC	TBA	TBD <i>Malcom - June</i>
ATCN	GTC	TBA	TBD <i>Gwinnett - May 9-10</i>
ENPC-I	GTC funding (2013)	TBA	TBD <i>W/ Brian Solomon</i>
RTTDC	GTC	TBA	Ebert Memorial (Region 10) <i>cancelled</i>
RTTDC	GTC	TBA	TBD (Region 2)
RTTDC	GTC	TBA	TBD (Region 1)
ENPC	GTC	TBA	TBD
ENPC	GTC	TBA	TBD
TNCC	GTC	TBA	TBD <i>Morgan - Feb 26-27</i>
TNCC	GTC	TBA	TBD <i>Liberty - March</i>
TNCC	GTC	TBA	TBD <i>Coffee - last of Feb</i>

Region 9

TNCC
TNCC

MCCB = May (not using) Tracy Johns
MCCB = October (funding)

ICD-10 Scheduled June 26-27.

Jill Brown w/ Tamara Russell