



## Central Iowa EMS Directors

Wednesday, September 23, 2009, 1330

**Host: DMACC - Ankeny**

### Training Committee – Meeting Notes

**In attendance:** TJ Carroll-DMACC, Steve Vannatta-Mercy College, Rex Heisdorffer-Newton FD, Brian Helland-Clive FD, James Sargent-West Des Moines EMS, Katy Hill-HIS, Rob Chiappano and Frank Prowant-Ankeny FD

1. **Training Agency Reports** – Please submit report in writing for inclusion in the meeting minutes to [fprowant@ankenyiowa.gov](mailto:fprowant@ankenyiowa.gov) .

- a. **MCHS, School of EMS:** Classes have started off on a rather busy note. There are approximately 100 students spanning both the EMT-Basic and Paramedic courses. As an FYI for all services, students will start completing field time in the next 2-3 weeks. We appreciate the efforts of you and your staff with regards to precepting our students and helping to insure their success as an EMS Provider.

Contracts for CCP (Critical Care Paramedic) have been finalized and we will be sending out information in the next 30-45 days as to when the first class will be offered. If you have any questions with regards to granting credit for previous Paramedic training, please contact David Filipp at (515) 643-7498.

If you have any further questions, comments, or concerns please feel free to contact us.

- b. **DMACC** – awaiting report

### 2. **NREMT Refresher**

- a. BLS Weekend – CIEMS Conference request – Brian Helland

The Central Iowa EMS Conference would like to partner with CIEMSD and include the Basic Track of the NREMT refresher into their EMS Conference scheduled for 2/26-28/2009.

The conference committee would:

- Coordinate speakers and assure the continuing education meets the NREMT Basic Refresher requirements.
- Charge tuition of \$150.00/student or \$50.00/single day attendance. (2009 refresher tuition, basic weekend =\$75.00 or \$25.00 single day attendance)
- Send out two mailings indicating that the Basic Refresher is part of the conference and is being co-sponsored with us. It will also list the tentative dates of the advanced refresher (March 12-14, 2010)

They are requesting the following from CIEMSD:

- Pay a portion of the mailing costs, approximately \$300 per mailing, total of \$600.

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- Assist with finding instructors if needed to fill out the weekend in addition to their conference faculty.

Discussion focused on a concern of essentially doubling the fee for the Basic weekend.

***ACTION:*** *Committee agreed to forward the request to the CIEMSD Board with recommendation of the training committee to co-sponsor the basic weekend as part of the CIEMSD Conference.*

- b. **Advanced Weekend:** Tentatively scheduled for March 12-14, 2009. Location was discussed with DMACC mentioning they have a new auditorium under construction that should be completed by then. Committee decided to keep it at Mercy Auditorium for this year since it was currently available at no charge.

***ACTION:*** *The following assignments were made for the Advanced Weekend Planning:*

***Location and CEH approval:*** *Steve Vannatta and TJ Carroll*

***Food:*** *Frank Prowant and Dan Keough*

***Printing for handouts/certificates:*** *James Sargent*

***Speakers and schedule development:*** *Brian Helland, Rob Chiappano and TJ Carroll*

### 3. **QI/QA Initiatives Project:** (See attached draft procedure)

The intent of this project is aimed at quality improvement by providing patient follow-up information to the transporting service. The committee makes the following recommendations:

***ACTION:*** *Recommendation to the CIEMSD Board*

- a. Request through the CEIMSD website utilizing a Patient follow-up form (developed by James Sargent). The form would be a PDF with pull down boxes. This would be completed by the EMS provider.
- b. Utilize the attached "draft procedure" for the program.
- c. The website would email the request by hospital chosen to a designated individual through the "secure email system" of the hospital.
- d. Services who wish follow-up would have to have an email address on file with CIEMSD, we could update this annually with their dues.
- e. The hospital would send the completed follow-up form to the requesting service or their medical director.
- f. Investigate (future) the possibility of pulling data from this request form (ie: STEMI?).

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4. **EMS Skills Packet** - Frank Prowant
  - a. Continuing development of the EMS Packet.
  - b. Will work with TJ Carroll and Steve Vannatta to complete Basic Skills Packet by assigning EMS Skills for Training Guide and skill check-off development.
  - c. Develop suggested procedure for competency verification and integration in Annual Training Plan.
5. **Fire Skill Competency program** – Jim Mitchell – no report
6. **MCI** – Brian Helland, Discussion on a request by the operations committee for consideration of updating START and MCI Trailer Training program for county services.
7. **Training Trailer** – Discussion for consideration of using county training funds to develop – tabled till next meeting. (Brian Helland)
8. **Future committee projects / direction**
  - a. Polk County EMS Funding utilization
  - b. Airway Management Program
  - c. Additional
9. The next meeting is scheduled for Tuesday, October 20, 2009 at West Des Moines Station 19 at 1330. WDM EMS will be the host.

**Project: Quality Improvement – Patient follow-up**

**Purpose:** This program is intended to improve the quality of prehospital care by providing timely patient follow-up to the requesting service's medical director and the medical director's Quality Improvement designee.

**Statements:**

1. The EMS provider must request this follow up as outlined in this procedure.
2. Information provided will be for quality improvement purposes only.
3. Information will only be provided to the services "QI designee and/or medical director."
4. Participating services must provide CIEMSD the QI designee for their service including email/fax information. This information will be required to be updated annually.

**Procedure: Request QI Follow-up**

1. Go to the CIEMSD Website at <http://www.ciemsd.org/>.
2. Select QI follow-up link.
3. Complete the online form and select "submit request".
4. Request would be submitted to the designated individual at Broadlawns, Iowa Health and Mercy through the hospitals secure email server. This individual would complete the follow-up portion of the form and return it through the CIEMSD website to the services designee or medical director.

***TO DO:***

*Create email addresses on the website for services that hospitals could utilize to send out responses through the website.*

*Develop online PDF form with pull down menu or boxes for entering information:*

- *Type of patient (STEMI/Stroke/Trauma)*
- *Facility transported to (BMC, Mercy, Mercy Capital, ILH, IMMC)*
- *Patient information*
- *Service name*
- *Name of person completing form*

*Website would email request to designated individual for the hospital selected QI Follow-up would be emailed through the web site to the QI designee for the service.*