

QA Committee Meeting

Meeting Minutes

Subject	REMAC QA SubCommittee	Meeting Date	December 12, 2011	
Facilitator	Manish Shah, MD	Time	16:00	
Location	120 Corporate Woods, Suite 300	Scribe	Tracy DeMarse	
Attendees	Bob Breese, Liz Darrow, Tracy DeMarse, Julie Jordan, Tony Katsetos, Mike Kuder, Elizabeth Murray, Amy Pollard, Manish Shah, Dick Tripp			
	This workgroup's responsibility is: 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.			
Key Points Discussed and Action Items				
No.	Topic	Action Item(s)	Resources	Target Date
1	Review of Attendance	N/A		
2	Confidentiality/COI Forms	N/A		
3	Rolling Three Year Summary 2009: Protocol – 12 C-Collar – 8 Other – 5 Escalating – 4 Destination – 3 2010: C-Collar – 7 Chart Lock Times – 7 Clinical Care – 7 HIPPA – 1 Destination – 1 Other – 2 2011: Clinical Care - 9 Response – 1 Chart Locks - 5 Inc. Reports – 3 Other – 2 Out of Region – 4	Reviewed 3 year summary of calls		

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4	Review of Chart Lock Times ..\..\..\Program Agency\ePCR\Chart Lock Times\2011\Regional Stats.xlsx	Reviewed the November Chart Lock Times An ePCR Chart Lock TAG has been formed through REMAC to reevaluate the current targets.		
5	Other Committee Business <ul style="list-style-type: none"> • QA Policy/Procedures • QA Member Info Packet • ALS Preceptors for Consideration 	The Policy and Procedures/ Member Info documents are being updated. When drafts are ready for review, committee members will be given the opportunity to provide comments/feedback. No preceptors brought forth this month.		
6	Executive Session Required <ul style="list-style-type: none"> ○ Review of Decisions Since Last Mtg ○ Review of Open Cases ○ QA Cases to Discuss 	Executive Session		
7	Next Meeting	January 9, 2012 @ 16:00		