

QA Committee Meeting

Meeting Minutes

Subject	REMAC QA SubCommittee	Meeting Date	January 9, 2012	
Facilitator	Manish Shah, MD	Time	16:00	
Location	120 Corporate Woods, Suite 300	Scribe	Tracy DeMarse	
Attendees	Bob Breese, Kevin Clarke, Lee Coller, Jeremy Cushman, Liz Darrow, Tracy DeMarse, Julie Jordan, Tony Katsetos, Ray McLean, Elizabeth Murray, Peg Neufeglise, Mark Phillipy, Rick Race, Sara Sanderson, Manish Shah			
	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	All members submitted newly signed COI forms.		
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 – 5	Reviewed 3 year summary of cases		

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4	Review of Chart Lock Times <u>..\..\..\Program Agency\ePCR\Chart Lock Times\2011\Regional Stats.xlsx</u>	<p>Reviewed Chart Lock Times for December/2011 Cumulative. *Note: Data is incomplete...waiting for data from RMMS.</p> <p>Mark Phillipy gave a brief updated from the ePCR Chart Lock TAG.</p>		
5	Other Committee Business <ul style="list-style-type: none"> • QA Member Info Packet • ALS Preceptors for Consideration 	<p>The QA Member Info Packet DRAFT was emailed to members for review. Will be re-sent with a deadline for feedback. Policy/Procedure document will be sent out for review as soon as this office completes the draft.</p> <p>No preceptors brought forth this month.</p>		
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	February 13, 2012		