



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Trauma Registry Subcommittee Meeting Minutes

| MEMBERS PRESENT: Stacey Westberry; Gerald Nottenkamper; Monica McCallum; Gloria Smalley; Donna Grisham; Aleta Guthrie; Amber Kyle; Stephanie Langston; Cherri Rickels; Courtney Stevens | | | | |
|--|--|--|--|--------------|
| MSDH STAFF: Alissa Williams; Donna Ethridge; David Hall; Teletha Johnson; Teresa Windham | | | | |
| FACILITATOR: Jimmy McMannus | | | | |
| CALL TO ORDER: TIME: 12:06 AM/PM | | DATE: 7-18-2017 | PLACE: MSDH Airport Warehouse; 131 Freightways Drive. | |
| MINUTES OF PREVIOUS MEETING: Minutes: <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved <input type="checkbox"/> Distributed by E-mail | | | | |
| TOPIC | MAIN POINTS OF DISCUSSION/CONCLUSIONS | RECOMMENDATIONS/ACTION | RESPONSIBLE PARTY | F/U Date |
| Welcome | | | | |
| Review of 4-11-2017 meetings minutes | | | | Closed |
| OLD BUSINESS & STANDING AGENA ITEMS | | | | |
| Department Updates | Working with committee chairs for agendas and meetings CEC meeting on Wednesday main focus will be activation criteria. Alisa updated the group on Destination guidelines that will be used by EMS- will be same as national standards. Veronica Friday has left the agency- please call Tammy if needed | Proposed document of activation criteria / destination guidelines for August meeting. | BACS | closed |
| TQIP | Amber states there is 2 types Adult and Pediatric | NMMC LeBonheur- Pediatric Region One- Adult UMMC- Adult and Pediatric Group to send Teresa email of anyone that is TQIP member | Group | Closed |
| Trauma Registry Software RFP Update | David updated group that analyst has been assigned to RFP; no current timetable from ITS; David follows up weekly currently. | David to follow up with ITS for timeline | David | Next meeting |
| Trauma Registry User Group | Teletha updated the group for next meeting. Group proposed email update/ highlight to all users after user group meeting so individuals are aware of training. | <ul style="list-style-type: none"> Email to all users after training of highlights of training. | BACS | ongoing |
| Trauma Registry Training | Group discussed current trainings offered to include user group meetings, training within the region, and online training opportunities. | | All users | ongoing |
| Data Dictionary | <ul style="list-style-type: none"> Proposed question is to decrease the number of required fields to close the record and submit. This would not decrease the number of fields in the registry but would not make all fields mandatory. Will this remove the checks in the background if this is not a | David to follow up with DI for update | David | Next Meeting |



MISSISSIPPI STATE DEPARTMENT OF HEALTH

| | | | | |
|--------------------------|--|--|---|---|
| | required field What is the difference in price if we do the basic changes vs. the complete update | | | |
| MEMSIS Data | MEMSIS 3.4 – Alisa gave update – Donna is updating the data dictionary, currently in draft form. Plan is to have draft to EMS agencies for review by end of calendar. Ready for 3 rd party vendors Alisa will send copy of data dictionary to trauma at that time also. When completed will also be on website, can also currently go to the NEMSIS site and look at 3.4 version. States David sent a copy of what is currently collected in the trauma registry and BEMS is trying to cross reference. | Individuals can go to the NEMSIS website and look at the 3.4 version for overview of dataset. Alisa to send copy of the data dictionary when complete. | BEMS/ Alissa | ongoing |
| NEW BUSINESS | | | | |
| Committee Updates | <ul style="list-style-type: none"> • State Trauma PI Committee <ul style="list-style-type: none"> ○ Gerald- finalize data used to put into the statewide use; question that is needed for the committee to review. Plan to replicate AR study • Rules & Regulation Sub-Committee <ul style="list-style-type: none"> ○ Amber- no new updates • MTAC & EMS Advisory Committees <ul style="list-style-type: none"> ○ Last meeting rules and regs were approved and sent to BOH for approval- changes approved ○ MTAC membership list has been updated • CEC <ul style="list-style-type: none"> ○ Next meeting 7-19-2017 main agenda item is the activation criteria • Burn – <ul style="list-style-type: none"> ○ PI indicators to go to PI meeting – need for burn registry. Burn registry is a hospital need. How can we as a state trauma system support the needs of the burn registry data? Current trauma registry does not include many items that are needed for burn patients. Stacey states the current registry does not show the care that is provided to burn patients. Stacey spoke with DI states we need burn V5 for the burn registry. Stacey states that currently the burn center cannot apply as a burn center because they do not have a registry to submit the data. Current Level One centers outside the state have the burn V5 registry that the individual facilities purchased. Current RFP include data points for burn; separate registry; or separate form that will upload to the | <ul style="list-style-type: none"> • Gerald states the inclusion criteria on the “help” button in the registry is not up to date- Gerald to send email • PI indicators to go to the PI meeting for approval • Follow up DI if there is a way to use registry for burn patients. • Burn data points in RFP • Burn inclusion criteria to region admin. for education. | <p>Gerald</p> <p>Amber</p> <p>Teresa/ David</p> <p>Teresa</p> <p>Teresa</p> <p>David</p> <p>David</p> <p>Teresa</p> | <p>Next meeting</p> <p>Closed</p> <p>Closed</p> <p>Update after activation criteria determined</p> <p>PI meeting Oct</p> <p>Next Meeting</p> <p>Next Meeting</p> <p>Information sent to regions</p> |



MISSISSIPPI STATE DEPARTMENT OF HEALTH

| | | | | |
|-------------------------------|---|--|---|---|
| | <p>National Burn Repository. Current funding for burn patients can this be used for burn registry. Stacey states that if hospital purchases the registry there is no way that the hospital would give information to the state. Gloria asked if this is something that should be placed higher priority; this is not something that is high priority for the majority of hospitals.</p> <ul style="list-style-type: none"> ○ Need definition of transfer vs. referral ○ Education of burn referral criteria- unable to see where transfer from. Gloria states that if did not go by EMS the patient is a referral. Stacey states the burn inclusion criteria does not have to be an EMS transferal. Gloria states the education went out on the information; Gerald states he does not recall education in his region. | <ul style="list-style-type: none"> • Send to Burn committee for definitions • Teresa to send update to regional director for dissemination in regions. | <p style="text-align: center;">Stacey</p> <p style="text-align: center;">Teresa</p> | <p style="text-align: center;">Next Meeting</p> <p style="text-align: center;">Information sent to regions.</p> |
| Trauma Registry Course | Amber updated group on trauma registry course- | Amber will contact Teresa at BACS to follow up on how to offer course to users | Amber / Teresa | ongoing |
| Trauma Cloud | <p>Teresa updated the group of discussion of last meeting. Monica states she watched the webinar but was unsure of if the hospital should register because she did not get direction from the state, Gloria agreed. Teresa reminded group that this was discussed at last meeting; email was sent to region administrators regarding additional training/webinars that was added with instruction to follow guidelines in webinar. Teresa forwarded the email received to the members of the group that had the webinar information and how to sign up. BACS to follow up with email to all users to register individual facilities. Monica states that hospitals do not do anything until the state provides direction. Teresa reminded the group this was discussed at the last meeting. Gloria states there are lots of information but still do not know what they should do.</p> | <ul style="list-style-type: none"> • Follow up with facilities / regions to registry individually with the cloud. | Region directors | Next meeting |
| Registry update | Cherri asked if we wanted to add pregnancy question to the dataset- Monica states currently there under co-morbid or custom data fields. Group to send any updates to Teletha, will send reminder. | Monica will add to user group training concerning pregnancy | Monica | 7-26-2017 TRUG meeting |
| Data validation | Task group has not met. Will need information resent to all members- | Date set for 1 st meeting- Teresa sent calendar invite | Jimmy/ Group | Ongoing/ update at \next meeting |
| Data submission | <p>Definition of delinquency- You have data and you have submitted for that month and no records or notification has been sent that no trauma patients.</p> <p>Stacey states this means that if 4 charts were entered out of 100 that facility would not be considered delinquent. States she doesn't feel</p> | No recommendation from group for definition. | Group | Next meeting |



MISSISSIPPI STATE DEPARTMENT OF HEALTH

| | | | | |
|--|--|--|---------|--------------|
| | <p>that is appropriate. This is cheating the system. Gloria states she agrees. More to discuss on the topic; discussion of usable data when time to run reports. Need more discussion on total records submitted – how are the reports ran by admit date vs. discharge date.</p> <p>Are we saying that all records must be entered within 60 +6 days after the discharge date?</p> <p>Question of high volume trauma centers and centers that have dual entry.</p> | | | |
| Request for Variance Form | | <p>Teletha- will gather information of reasons not submitting data for the month.</p> <p>Region administrators to send Trauma Support email on any reasons that facilities communicate to them on reasons for not submitting information by required date.</p> | Teletha | Next meeting |
| Trauma Registrar Guide | <p>Gerald explained the Trauma Registrar guide (see attachment).</p> <p>Questions regarding if patient admitted</p> | <p>David has access to provide e-learning for users; is this something the group would like to see for e-learning.</p> | David | Next meeting |
| <p>ADJOURNMENT: 15:04 AM/PM Next Meeting: October 17, 2017 12pm-3pm Airport Warehouse MINUTES RECORDED BY: Teresa Windham</p> | | | | |