

**Mississippi State Department of Health  
Trauma Registry Users' Group Meeting Minutes  
April 27, 2011**

The Trauma Registry Users' Group meeting was held at the Mississippi Hospital Association (MHA) and it started at 10:00 am.

Meeting Attendees:

Lynn Broomfield	Melinda Gilliland	Martha Oestreicher
Kristin Brown	Pam Graves	Naomi Sigman
Jon Calhoun	Salena Greenlee	Lakeisha Smith
Debbie Coleman	Linda Horne	Courtney Stevens
Elaine Coleman	Carrie McFarland	Kim Terrell
Betty Cox	Robin Montalbano	Lisa Wilson (NMMC)
Diane Furtick	Chris Nash	Lisa Wilson (USA)

- I. Welcome  
The welcome was done by Carrie McFarland, *State Registrar* at the MS State Department of Health. At this time, she expressed thanks for everyone attending the meeting.
- II. Introductions
  - A. Carrie McFarland asked everyone to introduce themselves, including the facility where they are employed and their job title.
  - B. Carrie also encouraged everyone to utilize the resources present by reaching out to people outside of their facilities and regions.
- III. Trauma System Programmatic Updates
  - A. Salena Greenlee, *Trauma Program Coordinator* at the MS State Department of Health thanked all for the work contributed to Trauma. She discussed how each facility, no matter the level, plays a vital role in the Trauma System.
  - B. Salena asked everyone to give feedback to any changes/ modifications to the Trauma System as a means to improve any policies or protocols.
  - C. Updates
    1. Facility inspections are coming up and things will get busy this mid-summer to fall.
    2. New facilities have been licensed and need to be encouraged to be designated hospitals for Trauma.
    3. The Level I-III applications for the inspection process are still being revised. They are currently being reviewed out of state by contractors. The Level IV application is now complete, and a copy of the Level IV application has been posted on the website. Carrie added that it is also included in everyone's packets.

NOTE: Lynn Broomfield, *Trauma Program Coordinator* at the MS State Department of Health stated that All Level IV applications are

due on a bi-annual rotation (June 30<sup>th</sup> / December 31<sup>st</sup>) every 3 years.

4. Proposed changes in Rules and Regulations- the Trauma system is in the process of adopting criteria (minimal standards) to standardize EMS triage guidelines. The current document is pending EMS advisory committee approval.

D. Upcoming Events

1. May 5, 2011 - Rules and Regulations Functionality Meeting
2. May 16 -20, 2011 – NLE Earthquake Exercise
3. June 8, 2011 PI - Committee Meeting (Attendance by invitation only)
4. June 9, 2011 - MTAC Meeting

IV. Registry Demo(s)

- A. Carrie discussed the email sent to everyone in regards to the Registry Update. She told the users to contact DI to schedule a date/time to complete their update if their facility is not on the MS Collector Install Schedule included in the packet.
- B. She went over relevant changes that will take place after the update is installed, such as:
  - JM-Still 903 Brandon has been added to the Burn Center Facilities
  - The option to attempt to transfer patients in the registry
  - Added 970 for any patients that are not coded
  - Added Ms Hospital in Whitfield
  - Added Jail, Transfer to, and NFS (Not Further Specified) to Discharge Disposition
  - Corrected the spelling of telemetry
  - Added Sterile towels and Wet to Dry dressing to Burn treatment
  - ISS Body Region pick list will have menu options available
  - ICD-9 codes will provide a detailed menu list
  - The medication Fentanyl has been added
  - The Rehab Center tab has been added
  - Billing- Activation fees field has been added
  - ED Treatment/ Radiology field has been separated into two fields
  - And before running reports, you can now create three population queries.

- V. Trauma System Registry Discussion
- A. Elaine Coleman, *Trauma Registry Support* at the MS State Department of Health talked about Trauma Data Submissions and relevant information/ dates with the users.
  - B. She discussed Data Submission and Quality Assurance Reports such as:
    - MS Trauma Registry Data Quality Assurance
    - MS Trauma Registry Data Submissions for 2/1/2011 – 2/28/2011
    - Trauma Registry Data Submissions Due Dates
    - Monthly Quality Assurance Responses
    - Responses to Missing Values
    - Responses to Questionable Values
    - List of Fields to Check before Closing/Sending a Record to the State
    - And Mini Trauma Service Summary.
- VI. Injury Scaling
- A. Naomi Sigman, *Trauma Program Manager* at Biloxi Regional Medical Center, did a presentation to discuss the AIS 2005 update versus the AIS 98.
  - B. She recommended users buy the book *The Abbreviated Injury Scale Book* for \$160.00 at [www.carcrash.org](http://www.carcrash.org).
  - C. She explained rules to remember when AIS coding:
    - Code conservatively
    - Read highlighted information in the boxes
    - Read the “guts” of physician reports
    - Code bilateral injuries separately (except mandible, maxilla, and rib cage)
    - Choose the most specific codes as possible without making assumptions
    - And, in multiple injuries, include the blood loss or loc descriptor only once and the injury with the greatest AIS.
  - D. Naomi gave specific guidelines for coding injuries for the Head, Neck, Posterior Elements, Extremities/ Bony Pelvis, and External (Suffocation, Caustic Agents, etc.).
- VII. Hospital Quality Assurance
- A. Courtney Stevens, *Coordinator- Adult Services* at the University of MS Medical Center, discussed running data table reports to assess and analyze the Missing/ Questionable values before the State sends the QA forms via email.
  - B. She explained how she selects all patients within a particular timeframe and highlights all fields with invalid values such as N/A, unknown, and fields left blank. With this she corrects any errors and verifies with the State that all data submitted is correct.
  - C. Courtney also gave her Trauma Program Manager’s, contact number to the users, in case they need help developing a similar report at their facilities. (601-815-3253)

- VIII. Registry Demo(s)
- A. Carrie pulled up the Registry and went over the NTDB Submissions. She briefed the users on the process, and mentioned to everyone that the instructions were in the packet, if they prefer to submit the data themselves.
- B. In addition, Carrie discussed the handouts given to the users:
- NTDS Submission Module
  - AAAM AIS Update Information
  - Latest Trauma Watch
  - ATS (American Trauma Society)
  - CV4 Training Registration Form
  - Trauma Registry User Group Information Flyer
  - State Performance Improvement Committee
  - MS Trauma Registry Contact Lists
- IX. Next Meeting/ Upcoming Events
- May 11-13, 2011 – CV4/ ReportWriter Training
- July 20, 2011 – Trauma Registry Users’ Group Meeting
- X. Adjourned
- With no further business, the Users’ Group Meeting was adjourned at 2:03pm.