

**Northwest Community Hospital
CARS Meeting Minutes
Wednesday, February 8, 2023
In Person & Zoom Meeting**

Meeting Attendees: *Recorded via ZOOM* and sign-in sheet created

TOPIC	TIMELINE	RECOMMENDATIONS/ ACTIONS	FOLLOW-UP/ PERSON & DATE
Members / Guests	@0930	General Membership – Held via Zoom (meeting address on agenda) If you need an email update for your dept. notify CARS Chair.	Klein
Agenda	@0931	Emailed on 4-10-23 for review	
Approve Minutes	@0940	The January minutes were emailed on 1-11-23 and approved as read without corrections during January 11 th meeting.	Klein
<u>Open Issues</u>			
Signature Choices	@0942	Reported visibility issue with the signature reasons will be looked into and corrected for the group.	Rill Klein
Data Solutions Seminar	@0944	Good feedback from the seminar. There was a suggestion to have more examples of how to actually run through how to use a “canned report”. Another suggestion would be to prompt attendees ahead of time to bring their specific issues to the seminar to find the help they would need.	Denna Pacific Chesney
Preset Values on the NWCEMSS Form	@0950	The committee was looking to create a control that caused the signature grid to have a choice for Patient Refusal to defaulted the appropriate choices for refusal. There are many choices for refusal and it was discussed that a conflict results for a user to	Klein East Jordan Sennett

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No Abnormal Findings	@1010	remember to put content in or take content out. The Chair will explore other options for refusal documentation.	
Workflow settings and time to “lock” interval.	@1011	When trying to find a “impression” that may not be listed. Use the value “Transport for Additional Assessment or Testing” Audit trail was discussed and setting up incident list views to help display a customized view of particular run information. A multitude of open forms were found used as either training or unused. Some tricks to search for those and to cleanup (delete) the unwanted files were shown by the Chair. While searching for the above there were open runs that not completed by some users for unknown reasons. The suggestion was to go into your incident Hx based off “Created On Date/Time” and validation <100. Reviewed Field and Incident Audit Report and lock on post. You will see if a change is made in the PCR but the crew may need to provide an explanation on why the values were changed in the narrative of the report or create an addendum.	Jordan Klein
MPFD resubmit issue	@1030	According to S. Bagdade this issue was fixed with help from an IT support technician and that matching has improved with MPFD runs through criteria set through the auto post utility.	Bagdade
SOP App	@1030	Working on updating the app to reflect hyperlinks for specific internal links for easier navigation.	Klein
BEFAST correction	@1030	Changed LKN (last known normal) time to reflect the SOP.	Klein Bagdade

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ALS Airway tool & other	@1035	This power tool has an “Other” value selection under complications for a failed airway. PBPI was looking to remove that. CARS Chair was reluctant to remove this until PBPI has some better data. PBPI has queried 2 different power tools for documentation of airway. The removal of other is problematic until CARS knows why users are choosing other. The goal is to reduce the failed explanations to one and requiring an explanation when other “button” is chosen.	Klein Chesney Pacific
MPR	@1106	Multiple Person Release (MPR) has been built and CARS is awaiting system direction of what would be required for implementation. There was discussion on what part of this form was HIPPA and what was not. The question was raised if this is a PERSON and not a PATIENT then why is EMS even here to begin with. This issue would be tabled till further clarification from the system administrator.	Klein Parry Denna Hayden
Next Meeting	@1128	March 8 th , 2023 (Red/2 nd) Motion to adjourn by Rill & 2 nd Jordan	
Adjournment	@1130	Minutes submitted by Secretary J. Klein	