

**Northwest Community Hospital  
CARS Meeting Minutes  
Wednesday, July 12<sup>th</sup>, 2023  
In Person & Zoom Meeting**

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

| <b>TOPIC</b>                 | <b>TIMELINE</b> | <b>RECOMMENDATIONS/<br/>ACTIONS</b>  | <b>FOLLOW-<br/>UP/<br/>PERSON &amp;<br/>DATE</b> |
|------------------------------|-----------------|--|--|
| <b>Members /<br/>Guests</b>  | @0902           | General Membership – A CARS welcome to Joe Klatt who is the newest member of CARS. He is from Itasca Fire and replaced Ryan Rasche. His email will be placed on the member list (posted to website) and address book for the CARS committee.   | Klein  |
| <b>Agenda</b>                | @0903           | Emailed on 7-12-23 for review.   | Klein  |
| <b>Approve<br/>Minutes</b>   | @0903           | The June minutes were emailed on 7-11-23 and approved without correction during July 13 <sup>th</sup> meeting.   |  |
| <b><u>Open Issues</u></b>    |                 | <i>Subsequent email sent to P. Dyer for posting to the website on 7/11/23</i>  |  |
| <b>Permission<br/>Levels</b> | @0903           | Went back and audited what agencies had not completed their compliance with the D4 policy and will address them individually with instructions and support to assure success. All agencies should be compliant at this point without error.  | Klein<br>Sennett                                 |
| <b>3.5 for review</b>        | @0907           | The 3.5 form is set to test and CARS will be asking select agencies to troubleshoot the 3.5 form. There is a power point that Patrick will share in order to start training on the new form. PS stated that Dan Lee pushed out a schematron update in order to correct broken functions on our site. Training should be placed under incident number which will be able to be deleted at a later time. There will be a new paramedic class in November and CM would like all the new paramedics to learn the new form. | Klein<br>Sennett                                 |

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| <b>Connect 2023</b>                   | @0920 | <p>Hypertension was added to the primary symptom dataset after discussion related to adding it as a symptom and not just an impression</p> <p>Everything looks to be good for this year's conference. Hopefully all that are going enjoy and get some good insight. Patrick Sennett will not be at Connect this year. Talked about putting together a data solutions seminar as we did in January 2023</p>   | Klein            |
| <b>Device Errors specific</b>         | @0929 | <p>Some users have reported errors when trying to connect to the website and or using the website functions related to posting &amp; syncing. PS reported about 6-8 weeks ago an issue with iOS devices having a similar problem which has since been corrected. It was recommended to do the standard restart, resync, and clearing browser cache to correct most issues with devices. Some issues could be related to a version update through IT.</p> | Klein<br>Sennett |
| <b>Lost ePCR's</b>                    | @0931 | <p>Most cases when PCR's are lost it is due to search criteria in the "Incident List View" and being able to "Configure List Views" under "Configuration" please adjust or make your own list view that best fits what you are looking for. Additional information was given to meeting attendee's on how to create a custom incident list view.</p>   | Sennett          |
| <b>Jen Dyer placed on MPFD ePCR's</b> | @0935 | <p>There is a current support ticket out on a bug that had been putting J. Dyer on ePCR's from MPFD in replacement of another FF/PM on the roster. PS stated that he had nothing new on it and discussion continued where PS will try to put this issue to the front of the line as a priority.</p>  | Klein<br>Hayden  |
| <b>New "LIDO" for IV power tool</b>   | @0950 | <p>LIDO as an option was added to the IV power tool to ease in document the drug when used during IO procedures. It is listed along with Normal Saline to document with the procedure.</p>   | Sennett<br>Klein |

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| <b>No IV for Stroke</b>                       | @0953 | Created a SQ on “No IV for Stroke” will require an answer why no IV was started/documented.  |
| <b>Primary/secondary Symptoms</b>             | @1002 | Looking to get hypertension and numbness listed. PS stated he would make it active for 3.5 only.   |
| <b>Medium/Large scale incident button</b>     | @1008 | There was a request to remove mass casualty (eScene.08) from the form. Klein would have to make sure that it is not a national, state, or locally required field   |
| <b>Peer to Peer Controlled Substance Form</b> | @1011 | A form was created by the system to help in documenting drug exchange for controlled substances. This form should be filled out at the scene. There was much discussion on what to do with exchange of the narcotic by the transporting ambulance. Looking into transferring runs within IT or possibly changing the form along with rewriting a validation rule that meets the new requirement. |
| <b>Vault Login for V2 PCR's</b>               | @1055 |  |
| <b>Next Meeting</b>                           |       | There was a request to make a system login for access to the V2 PCR. Looking for guidance from the system to move forward.   |
| <b>Adjournment</b>                            |       | <p>August 9<sup>th</sup>, 2023 (Gold / 3<sup>rd</sup>)</p> <p>Motion to adjourn by Klein &amp; 2<sup>nd</sup> Wascow</p> <p>Minutes submitted by Secretary J. Klein</p>  |