

# NWC EMSS CARS Committee Meeting

## Minutes: February 9, 2011

### Opening:

The regular meeting of the NWCEMSS Cars Meeting was called to Order at 0908 on February 9, 2011 in the NCH Mallard Room by Chairman Nosek.

### Present:

See attachment

### Approval of Agenda:

No Agenda submitted to committee for approval

### Approval of Minutes:

No minutes of previous meeting submitted for approval

### Business:

**Motion:** Hold election of committee chairman (nominees Rothenberg & Nosek)

**Vote:** Motion unanimously approved

**Election of chair:** Two nominees were slated: Rick Nosek and Adam Rothenberg. Rick was elected by majority vote. Confidential written ballots were collected and tabulated by Connie Mattera.

**Election of secretary:** Adam Rothenberg nominated.

**Vote:** Adam unanimously elected.

**Motion:** Allow the elected secretary to act as chair **pro tempore** or "*pro tem*" in the chair's absence.

**Vote:** Motion unanimously approved

**Motion:** To ask Education Committee to task sub committee to create Field Bridge training for service administrators.

**Discussion:** It was discussed that this may be better accomplished by creating a forum for all service administrators to meet rather than create formal training class.

**Vote:** Motion failed.

**Motion:** Create a sub committee under direction of CARS for all system service administrators to collaborate.

**Vote:** Motion unanimously approved

**Motion:** To request that the printed PCR display and print ALL captured data elements and be in a standardized medical charting format.

**Vote:** Motion unanimously approved

### Reports:

#### Status of refusal form by Chairman Nosek

- See "Cost of Adding the EMS System Approved Refusal to Field Bridge
- This committee has no additional work on this until Good Sam and our Chiefs/Admins approve this.

#### New PCR Draft

- Several items for review were brought up and Chairman Nosek will relay back to Good Sam EMSS
- RNs will also follow up to find out what MDs need to see at the ED, Trauma, and ICU.

- Chairman Nosek is going to check with Image Trend to see if we can attempt to create some of our own reports.

### **Spell Check Issue**

- Several providers had issue and was duplicated by support team
- Trouble ticket was created and IT has forward it to the software development teams.

### **Validity**

- There are some validity items that are still being tested
- System/Image Trend has been notified of several issues and are working on them

### **New business**

#### **Electronic capture of Medicare and HIPPA signatures**

- Some agencies are using the electronic signature capture for Medicare forms
- Some agencies that use Andres and PBI have had no issues with their billing.
- This provides an area of opportunity for the system. Those that have successfully implemented electronic signature capture can share how they did it with other system members.

#### **IDPH is requiring electronic data submission**

- Deadline April 29, 2011
- Some agencies have data discrepancies that need correction ASAP.
- Chairman Nosek will contact agencies with data discrepancies.
- See distributed memo for system standard of auto number formatting on Field Bridge laptops

### **Outages**

- Asked if it was feasible to get an email group created on an email server to allow for fast push out of information/notices to service administrators/CARS members regarding issues from Image Trend, such as scheduled maintenance and outages. Will investigate options.
- Feb 10 there will be a 30 minute outage around midnight

### **Website**

- Connie has had ongoing correspondence w/ American Eagle with respect to getting the website downloaded with our information and brought on line.
- New rep at American Eagle has been assigned to the NWC EMSS account.
- Adam Rothenberg will be the System point person to work with Connie to get the website pages populated and launched.
- Connie and Adam plan to meet with new rep on Friday, February 11
- The group expressed a desire to have a easier posting process and better training

### **Meeting location**

- Connie was asked if the committee could meet in a different location. She will investigate.