

**Northwest Community EMS System
Education Committee Meeting
MINUTES
March 8, 2012**

| Agenda item | Discussion |
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| Call to Order Previous Minutes Review of Agenda | <ul style="list-style-type: none"> • Call to order at 09:01 • February Minutes approved with no corrections |
| Introductions | <ul style="list-style-type: none"> • Mike Shaughnessy – Des Plaines FD |
| Education Committee Meeting | <ul style="list-style-type: none"> • CE Development Tutorial - C. Mattera presented a tutorial on the development of continuing education. The challenge is moving from the old DOT to the new educational standards. Educational material is reviewed as it correlates to the trends in EMS. CE looks at where we are now and where we need to be. New topics are looked at that haven't been covered in the past. Curriculum planning starts with a needs assessment moving to objectives and then the method of presentation. The highest order of learning comes from creating the education. (March's CE focuses on a more active engagement by the participant and less emphasis on lecture.) The needs assessment also looks at the macro-level (national) and the intermediate level (state). High criticality as well as high frequency needs is taken into consideration. There are certain topics must be covered on an on-going basis. • Video CE - J. Schneidwind is working with C. Mattera to establish dates. • EMT Transition Education Material - C. Dunn is finalizing modules one and two. They will be available on the NWCEMSS website. The material will be able to be completed in the established time frames. The material has been aligned into 2 hour time segments that "flow and make sense". • Documentation CE – J. Tobiasz received an email regarding the quality of report documentation related to information that was presented at the January 2011 CE. There were still concerns about the agencies that didn't utilize the fictionalized incidents. The practice reports were good for building a foundation, however, continuous reinforcement is required to write a good/defendable report the "makes sense". Continuous changes to the programming as it relates to data collection were also mentioned as a hindrance to the report writing practice. C. Mattera stated she would look into a law firm building a check list of what they would like to see in a report. • Monthly CE Review – There was discussion on the amount of review time documented prior to the monthly CE compared to what is being documented on the monthly CE critique form. Some individuals may be documenting the amount of time they spend just be for the CE, not necessarily the total amount of time they spend on the post-test question and the ISM review. It was also discussed how each agency documents and validates the times that are being recorded. Some utilize the sheets provided by the System others use agency specific forms or electronic documentation. The concern is that the CE is on a somewhat honor system and how do we verify it and audit that it's being completed. The committee was asked to bring ideas back to the next meeting. March's CE was discussed. Only a few had attended a session already. One concern expressed was that if people were pulled out of the CE to respond to calls, there would be missed material by those who were to present it. Notably, many had a willingness to be involved. |
| System and State Updates | <ul style="list-style-type: none"> • The re-write of SOPs is in progress • Considerations for expanding the possible usage of drugs due to the shortages • Changes to emergency preparedness • A regional Image Trend reporting template has been developed • The month of May will be hypothermia CE with implementation in June 2012 • Review and possible changes to airway management • New State fee structure coming |
| Adjournment Next Meeting | <ul style="list-style-type: none"> • With no further business the meeting was adjourned at 10:35 • Next meeting April 3, 2012 |