

CURRICULUM VITAE
CONNIE J. MATTERA

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EDUCATION

Master of Science in Health Services Administration College of St. Francis; Joliet, IL; graduated with academic distinction (GPA 4.0)	August 1993
Bachelor of Arts with a focus in Management and Allied Health Education National Louis University; Evanston, IL.	June 1990
Diploma in Nursing. Chicago Wesley Memorial Hospital School of Nursing. Affiliated with Northwestern University; Chicago, IL.	Nov. 1972

PROFESSIONAL EXPERIENCE

EMS Administrative Director	July 1, 1991 to present
EMS System Coordinator	July 1979 to present
TNS Course Coordinator	1981 to present
Director: NCH Community Training Center	August 2017 to present

Northwest Community Hospital

The EMS Administrative Director and EMS System Coordinator are statutorily required positions at a Resource Hospital under the Illinois EMS Act and Rules. Northwest Community Healthcare (NCH) currently combines the two roles. The roles require strong strategic leadership orchestrating competencies into sustainable value for our System members and stakeholders. Subsets of duties include directing effective strategic planning and the administrative, educational, financial, and human resource management for the Northwest Community EMS System on a 24/7 basis ensuring high quality, evidence-based, and cost-effective delivery of EMS education and patient care services. Direct reports include EMS educators and clerical staff employed by the hospital with a span of influence that extends to the EMS activities of five Associate Hospital EMS Coordinators, independent contractor educators, 250 Emergency Communications Registered Nurses (ECRNs), 400 EMTs, and more than 1000 Paramedics. The System is accountable for directing and monitoring EMS activities for 24 EMS Agencies who perform in excess of 72,000 patient calls per year. The position reports to the Executive Vice President, Patient Services and Chief Nursing Officer and collaborates frequently with the EMS Medical Director.

Key accomplishments

- Leads and directs an effective System EMS strategic planning process based on provisions of national, state and local standards, stakeholder input, and System needs assessments.
- Leads and directs the operational management of the EMS System to ensure high quality and cost-effective outputs and a safe and efficient work environment. In the absence of the EMS MD, has decision-making authority for operational elements that do not specifically require a medical license.
- Creates and maintains revisions to the *EMS System Plan* including contracts and agreements with providers and hospitals, Standard Operating Procedures, Policy Manual, Procedure Manual, Drug and Supply list, FCC licenses, job descriptions, CQI plans, electronic medical records software agreements, and all educational curricula that are submitted to Harper College, the Committee on Accreditation of EMS Programs, and the Illinois Department of Public Health (IDPH) for approval and/or accreditation.
- Ensures System compliance with all statutory and regulatory requirements. Communicates effectively with NCH' Associate General Counsel, Enterprise Risk Partners: Compliance – Legal- Risk, and IDPH on issues related to the EMS System.
- In collaboration with the System Advisory Board and EMS MD, revises and updates the System Policy Manual in compliance with federal, state and local statutes, rules, guidelines and best practice models.
- Created the first System procedure manual and oversees all updates. This manual defines critical performance steps and is used to document minimum competencies of skills approved in the NWC EMSS scope of practice.

- In 1996, created the concept proposal, designed a comprehensive RFP and coordinated the business planning for adoption of the first system-wide EMS electronic patient care report in Illinois. The network includes all System EMS Agencies and Hospitals transcending existing business alliances. Facilitated transition to new software vendors in 2006 and 2010. Current serves as the primary System point of contact for the Good Samaritan Region IX Image Trend consortium.
- Coordinated the development and facilitates the ongoing implementation of a provider-based performance improvement (PBPI) program for the EMS System.
- Conducts periodic research with respect to all areas of System function. Results reported to all system members as a benchmark for future improvements.
- Mentors and coaches lead instructors for all EMS education programs to ensure compliance with the System's mission, vision, values, and goals and determines the effectiveness of individual programs in achieving cognitive, affective, and psychomotor objectives and perceptual changes in the learners.
- Serves as the EMS Program Director for Harper College. Created the curricula for the Associate of Applied Science in Emergency Medical Services degree and Paramedic Certificate Program launched in 2003 and directed the update from 29 to 38 credit hours in 2015. Prepared the program report for a focused site visit from the Higher Learning Commission of the North Central Association of Colleges and Schools in November in 2010 and again in 2015.
- In 1981, designed and implemented a process to standardize system-wide continuing education by offering classes on-duty to EMS personnel in the ambulance quarters. Known as the In-Station Program, educators currently conduct over 100 CE classes per month, ten months a year. This model is unique in the nation.
- Developed the curriculum and serves as lead instructor for the Emergency Communications Registered Nurse (ECRN) course that prepares and certifies emergency nurses to provide on-line medical control to System prehospital providers.
- Evaluates, counsels, commends and mentors departmental personnel to assist them in reaching their fullest potential as practitioners and educators.
- Serves as a practicum mentor for graduate and undergraduate nursing/healthcare administration students.
- In collaboration with the EMS MD, assists with, reviews, and/or approves all disciplinary action involving students and/or system members.
- Monitors productivity and determines staffing plan adjustments to ensure maximum utilization of human resources.
- Leads and directs the financial management of the System to ensure desired fiscal results while providing optimum service. Facilitates budgetary planning for EMS activities and oversees trending and analysis of all budgetary variances. Budget responsibility: \$750,000.
- Coordinated the medical coverage of the 2012 Ryder Cup and 2006 PGA Championship events held at Medinah Country Club in Bloomingdale, Illinois. These projects included extensive collaboration with the PGA and the Security & Emergency Services & Traffic Control Committee members, the creation of a rolling action plan, confirmation of over 200 volunteer physicians, nurses, and paramedics, creation of forms, policies and procedures to support the events, and providing on-site medical command. Medical teams responded to over 750 patients during the Ryder Cup.
- Principal investigator at the NCH site for the Advanced Resuscitation of Refractory VT/VF Amiodarone Evaluation (ARRIVE™) registry (2002).

**TRAUMA NURSE SPECIALIST COURSE COORDINATOR (TNSCC);
IDPH TRAUMA NURSE SPECIALIST PROGRAM**

1981 to Present

The TNS Course Coordinator is approved by IDPH to facilitate all activities related to the Trauma Nurse Specialist Course at their site hospital. This includes curriculum development and maintenance; creation and maintenance of the program policies, procedures, and credentialing exam; planning, organizing, implementing, and evaluating the TNS course at that site; maintaining a TNS data base within Region IX to facilitate TNS recertification; and archiving TNS training records.

Key accomplishments

- Senior editor for the State of Illinois TNS Curriculum for the 1997, 2000, 2003, 2007, 2009, 2011, and 2017 revisions. Currently responsible for authoring the shock module.
- Item writer for the State of Illinois TNS exam.
- Chaired the 1983, 1989 and 1991 Trauma and Critical Care Symposia which attracted registrants from all over the country. Directed negotiations with the hotels and processed registrations. Served as the Symposia fiscal agent, processing all cash inflows and outflows.

Other work experience

MICU Instructor; Northwestern Memorial Hospital	1978 - 1979
Clinical Instructor, MICU; Northwestern Memorial Hospital	1976 - 1978
Staff Nurse, Emergency Department; Northwestern Memorial Hospital	1973 - 1976
Worked with paramedics since inception of the Chicago EMS Program in 1975.	
Charge Nurse, Med/Surg; Northwestern Memorial Hospital	1972 - 1973

LICENSURE AND CERTIFICATIONS

Registered Professional Nurse in Illinois #041-147836	1973 - Present
Emergency Communications Registered Nurse	1977 - Present
EMT-Paramedic	1977 - Present
Advanced Cardiac Life Support Provider	1978 - 2010
Trauma Nurse Specialist (TNS)	1979 - Present
IDPH Lead Instructor (3000046)	1979 - Present
Advanced Cardiac Life Support Instructor	1983 - 2010
Pre-hospital Trauma Life Support Provider	1985
Basic Trauma Life Support Provider - Advanced Course	1995
Certified Emergency Nurse (CEN)	1987 - 1995

PUBLICATIONS

Stoy, W. A., and Mattera, C.J. (March 2017). NAEMSE position paper: Revised standards & guidelines on the accreditation of educational programs. EMS Insider and JEMS Connect. Accessed on line: <http://www.jemsdigital.com>

Mattera, C. (2013). Administrative issues. In NAEMSE Foundations of Education (2nd ed) (pp. 350-375). Clifton Park: Delmar Cengage.

Mattera, C. (2011). Positive pressure: the physiology of respiration with CPAP. In, Wesley, K., Mattera, C., Richards, M., & Wayne, M., CPAP: the push for rapid relief. JEMS Supplement, 36(1).

Mattera, C. & Wesley, K. (2011). Go with the flow: how to apply CPAP with patient comfort in mind. In, Wesley, K., Mattera, C., Richards, M., & Wayne, M., CPAP: the push for rapid relief. JEMS Supplement, 36(1).

Mattera, C. (2011). Pop quiz: do you know how to test your students? JEMS, 36(1), 26-28.

Mattera, C. (2010). The trauma "A" team. Advanced trauma life support training enhances ED & hospital trauma decisions and care. JEMS, 35(8), 45-47.

Mattera, C. (2008). Modern diabetic: How to handle insulin pumps during emergencies. JEMS, 33(5), 82-92.

Mattera, C. (2008). Pediatric trauma. On camera work for 24-7 EMS. Winner of The Aurora Awards Gold Award 2008 and Honorable mention 2009 of the Hermes Creative Awards.

Mattera, C. (2007). Trauma during pregnancy. In Oman, K.S. & Koziol-McLain (Eds). *Emergency Nursing Secrets* (2nd ed)(pp. 373-390). St. Louis: Mosby.

Mattera, C. (2007). Trauma during pregnancy. On camera work for 24-7 EMS, Fourth quarter 2007 4.07.

Mattera, C. (2006) Obstetrics and Childbirth. On camera work for 24-7 EMS, Fourth quarter 2006 4.06.

Mattera, C. (2005). The body in Sync; Understanding perfusion, fluid balance & all things cardiac. JEMS, 30(10), 68-86.

Mattera, C. (2003). Trauma in the obstetric patient. In, Levasseur, S. & Raines, D. (Eds), *Perinatal Nursing Secrets* (pp. 149-160). Philadelphia: Hanley & Belfus.

Mattera, C. (2002). Patient assessment. *Pulse* Emergency Videos. (October 2002).

Mattera, C. (2002). Glucose gone wild. Diabetes part 2. JEMS, 27(4), 74-86.

Mattera, C. (2002). Diabetes Part 1. JEMS, 27(3), 107-126.

Mattera, C. (2002). Respiratory Emergencies. *Pulse* Emergency Videos. (February 2002).

Mattera, C. (2000). Trauma during pregnancy. In Oman, K.S., Koziol-McLain, J. & Scheetz, L.J (Eds). *Emergency Nursing Secrets* (pp. 194-204). Philadelphia: Hanley & Belfus.

Mattera, C. (2000). Heart failure and pulmonary edema. JEMS, 25(5), 36-47.

Mattera, C. (2000). Take aim to hit your IO target. JEMS, 25(4), 38-48.

Mattera, C. (2000). Little lifelines: Smart strategies for establishing peripheral vascular access in pediatrics. JEMS, 25(3), 66-80.

Mattera, C. (1999). Asthma relief: Caring for crashing asthmatics (Part II). JEMS, 24(11), 32-34, 36, 40, 42-44.

Mattera, C. (1999). Crashing asihmatics (Part I). JEMS, 24(10), 30-43.

Mattera, C. (1999). Computerization of prehospital medical records: A planning primer from one EMS system. JEN, 25(2), 127-131.

Mattera, C. (1999). Obstetrical complications. JEMS, 24(3), 124-140.

Mattera, C. (1998). Spinal trauma: New guidelines for assessment and management in the out-of-hospital environment. JEN, 24(6), 523-537.

Mattera, C. (1998). Non-invasive pressure support ventilation: Use of C-PAP in the out-of-hospital environment. JEMS, 23(9), 62, 64.

Mattera, C. (1998). Emergency childbirth Part II. JEMS, 23(7), 60-76.

Mattera, C. (1998). Emergency childbirth Part I. JEMS, 23(6), 74-85.

Mattera, C. (1998). Musings of a camp nurse. JEN, 24(1), 66-68.

- Mattera, C. (1995). Principles of EMS documentation for mobile intensive care nurses. *JEN*, 21(3):231-237.
- Mattera, C. (1995). The evolving change in paradigm from quality assurance to COI in prehospital care. *JEN*, 21(1), 46-52.
- Mattera, C. (1994). Mobile intensive care nurse education: feast or famine? *JEN*, 20(6), 551-6.
- Mattera, C. (1994). Physicians on scene: burden or blessing? *JEN*, 20(5), 400-3.
- Mattera, C. (1994). American traditions. *JEN*, 20(4), 317-9.
- Mattera, C. (1994). Welcome to the family, EMS! *JEN*, 20(3), 224-5.
- Co-author, (1991). National Standard Guidelines for Prehospital Nursing Curriculum. ENA.

Webinar presenter

- April 10, 2013 Failing to Plan is Planning to Fail Part 2; sponsored by NAEMSE
- Jan 16, 2013 Failing to Plan is Planning to Fail Part 1; tutorial on creating lesson plans sponsored by NAEMSE
- May 7, 2010 EMS & Stroke, sponsored by the Metropolitan Chicago Healthcare Council.
- July 21, 2010 CPAP: Filling the sails to respiratory relief, sponsored by JEMS magazine and Mercury Medical.

PROFESSIONAL SOCIETIES/ORGANIZATIONAL MEMBERSHIPS

National Association of EMS Educators: 1998 to present

- 2011 - 2017 Board of Directors (Re-elected to three year term in 2014)
- 2016 - 2017 Member, executive committee
- 2015 Member Liaison Taskforce
- 2013 - 2015 Treasurer and member of the Executive Committee
- 2013 – 2017 Chair – Education Committee
- 2012 – 2013 Chair - Strategic Relationships and Advocacy Committee
- 2009 - 2015 Expert writer: Administrative issues: EMS Instructor 2 course
- 2005 - present National faculty for IC1 and IC2 courses
- 2009 - 2011 Member, Program Planning Committee for National Symposium (2010, 2011)
- 2009 - 2011 Hero Award committee chair
- 2007 – 2011 Hero Award committee member

Emergency Nurses Association (ENA) Member 1980 to present

- 1994 - 2005 Section Editor, EMS; Journal of Emergency Nursing (JEN)
- 1989 - 1993 Contributing Editor, Journal of Emergency Nursing (JEN)
- 1989 - 1990 Member, Curriculum Development Committee for Prehospital Nursing

Illinois Council, ENA

- 1980 -present Member
- 1994-95 Chair, EMS Committee
- 1993-95 Member, Education Committee
- 1991-92 Member, Board of Directors
- 1989 Immediate Past President
- 1988-89 ENA Chair, Illinois Combined Scientific Assembly; Co-sponsored with Ill. ACEP
- 1987-88 President
- 1986-87 President-elect
- 1986-87 Chair; Government Affairs Committee
- 1986-87 Illinois Scientific Assembly Planning Committee
- 1983-85 Course Director; Nursing Trauma Life Support Course
- 1983-84 Chair; EMS Committee
- 1981-83 Chair; Education Committee
- 1980-82 Member; Nursing Research Committee

International Association of Emergency Managers

- 2014 - present Member

Advocates for EMS

- 2012 - 2013 Board of Directors (Executive Committee representing NAEMSE)

PRESENTATIONS

I have served as faculty for multiple local, state, regional and national programs including EMS Today, the ENA Scientific Assembly, and conferences in Arizona, Colorado, Florida, Illinois, Iowa, Kansas, Maine, Maryland, Massachusetts, Michigan, Minnesota, Missouri, Montana, New Mexico, New Jersey, Nevada, New York, Ohio, Pennsylvania, Utah, Vermont, Virginia, Washington, Wisconsin, and Canada presenting a wide variety of subjects related to emergency nursing, EMS care, and EMS Education. A listing of presentations is available upon request.

COMMITTEE APPOINTMENTS/MEMBERSHIP

2006 - present	Illinois Governor's EMS Advisory Council representing trauma nurse specialists and Illinois EMS Education committee
2002 - present	Chair, IDPH EMS Education Committee: Responsible for transitioning Illinois to the National EMS Education Standards; changing the scope of practice model and working with Continental Testing Services to transform the State EMS exam blueprints and test banks to the new standards.
2014 - present	Member, Mobile Integrated Healthcare Committee
1998 - 2012	Governor's EMS Council Legislative/Planning Committee
2007 - 2010	IDPH EMS strategic planning committee for EMS and SPRAT Committee
1999 - 2001	IDPH Task Force for implementation of new EMT-P/EMT-I Curricula
1998 - 2006	Chair, IDPH Item Writing Committee for State EMT-P examination
1997 - present	Chair; Region IX SOP Committee
1997 - 2000	Prehospital and ED Task Force; Emergency Medical Services for Children (EMSC)
1995 - 2010	EMS Committee of the Metropolitan Chicago Healthcare Council.
1995 - 2004	Ethics Committee of the Metropolitan Chicago Healthcare Council.
1994 - 1997	Chair; Standards Committee; Governor's EMS Advisory Council.
1993 - 1997	Governor's EMS Advisory Council representing trauma nurses.
1985 - 1997	Governor's EMS Council Legislative Subcommittee
1979 - 3/31/95	Chicago Citywide EMS Consortium Committees; EMS Operations, Education, Policies and Procedures. Withdrew from Chicago City-Wide Consortium.
1982 - 1994	EMS Commission of Greater Metropolitan Chicago; EMS Committee. Disbanded 1994.
1986-1989	City of Chicago Trauma Center Review Committee. Served as the only nurse who reviewed applications for Level I Trauma Center designation for the City of Chicago.

Current committee/task force appointments at Northwest Community Healthcare

- Nurse Executive Committee
- Patient Care Leadership Council (PCLC)
- IT Alignment Committee
- Consultant to Capacity Management Committee
- Ethics Committee

Other appointments

2003 - 2015	Editorial Board, Journal of Emergency Medical Services (JEMS)
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AWARDS

2005	Finalist Nursing Spectrum Nursing Excellence Awards; Community Service category
2003	NCH Nurse of the Year
1993	College of Saint Francis Meritorious Award
1993-94	Who's Who in the Midwest
1992-93	Who's Who Among Human Services Professionals
1990	Who's Who in American Nursing
1986	Emergency Nursing Education Award; presented by the Emergency Nurses Association

Consultations

- (2016) Consultant with Illinois POLST on creating a slide deck introducing new POLST form for EMS distribution
- (2014-2015): Consultant to IDPH as subject matter expert to draft revisions to the EMS Administrative Rules
- (2014 to present) Consultant to Illinois EMS education programs on Item Writing, Curriculum Design, and Lesson Plan development.

- (2008) Trauma Section Editor: Wrote the author work plans for the trauma chapters for Nancy Caroline's Emergency Care in the Streets (6th Ed). Sudbury: Jones and Bartlett.
- (2006-2007) Illinois Department of Public Health: Consultant to IDPH on creating new item banks for the EMT-B, EMT-I, and EMT-P exams. Prior to this time, was the chair of the EMT-P state exam committee. Major achievements: In 1998, conducted a practice analysis and constructed an exam blueprint, table of specifications, and item bank for the EMT-P state exam. In 2004, expanded the question bank to over 1300 items with successful pilot testing. Created a data dictionary of abbreviations and normative values used in the exam. Served as a consultant for the EMT-I state exam committee.
- Participated on a National Registry task force to create instructor-generated questions to use as EMT-P exam preparation materials.
- Contract services as an expert witness in cases involving emergency nurses and/or EMS personnel.