



Northwest Community EMS System

Northwest Community Hospital
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Date: March 13, 2013

System Memo: # 341

To: **All EMS Agency Administrators/Coordinators
Field Bridge Superusers/CARS & Education Committee members**

From: John M. Ortinau, M.D., FACEP
EMS Medical Director

RE: **FIELD BRIDGE NEW TEMPLATE TRAIN THE TRAINER
CLASSES and ROLL-OUT**

A System subcommittee of CARS, chaired by Ron Redlin of Mount Prospect FD, has been actively creating the April 2013 In-station CE entitled, **New NWC EMSS Image Trend Template**.

The April classes will be entirely conducted by EMS Agency educators; thus an agency may schedule the classes for your personnel at a date and time of your choosing.

1. **IMPORTANT:** All provider agencies (Fire Departments and Private) need to designate a sufficient number of super-user/trainers to conduct education for all of your EMTs and paramedics during the month of April 2013 with make ups to occur no later than May 30, 2013. These agency educators must be experts in the use of the new Image Trend Field Bridge template.

There is a System in-station class in May that will be held on your regularly scheduled dates and times, so please do not defer the new template classes to May.

2. An agency educator may not conduct the class until they have attended a super-user/train-the-trainer class (see below) or attended a live training session conducted by one of the Template subcommittee members. Additional classes to be conducted by Committee experts will be posted to the System website as soon as they are confirmed.
3. System members may begin to use the new template as soon as they are educated on the process. **The mandatory System-wide go-live date is May 30, 2013.**
4. It will be necessary to have the new field bridge template installed on an agency computer that can be viewed by the learners for each class.
5. **NEEDED ACTION NOW:** Please RSVP the name of your super-user/trainer(s) to Kathy Fitzpatrick, EMS secretary, at KFitzpatri@nch.org or 847-618-4480 and the date that they will attend the train-the-trainer class so we can plan appropriately.

<u>Dates</u>	<u>Time</u>	<u>Location</u>
March 20	1300-1600	LC 3&4
March 21	1300-1600	LC 3&4
March 22	0900-1200	LC 3&4

If you have any questions, please contact Rick Nosek, SPFD, at RNosek@Villageofschillerpark.com or Ron Redlin at redlin@mountprospect.org

Thank you.