Northwest Community Hospital
CARS Meeting Minutes
Wednesday, July 13th, 2022
Virtual Meeting via ZOOM

Meeting Attendees: *Recorded via ZOOM*

TOPIC	TIMELINE	RECOMMENDATIONS/ ACTIONS	FOLLOW-UP/ PERSON & DATE
Call to Order	@ 0905		C. Mattera
Members / Guests	@ 0909	General Membership – Held via Zoom (meeting address on agenda) If you need an email update for your dept. notify CARS Chair. New member Patrick Hanrahan was placed into the contact list as a replacement for Steve Burnell from LRFPD.	J. Klein
Agenda	@ 0909	Emailed on 6-13-22 for review	J. Klein
Approve Minutes	@ 0910	The June minutes were emailed on 6-13-22 (early) and approved as read without corrections during June 13th meeting.	
Open Issues			
CARS procedures for Addendums	@ 0912	There were updates to the CARS policy by C. Mattera (Both removal and addition) and was sent to the Advisory Board for review. All changes made were unopposed in discussion at this meeting and will consolidate the CARS procedures and the CARS policy into a comprehensive document put into the NWCEMSS Policy Manual upon approval.	M. Spiro J. Klein C. Mattera
Decisional Capacity Worksheet/Video	@ 0920	No update currently. This item will be taken off the agenda until a final approved copy of the Sop's can be completed. Bear in mind that this video tutorial will be specifically created to navigate through IT worksheets (tips & tricks).	M. Rill

Kno2 Update	@ 0923	M. Spiro reported that a solution was created between IT and BGFD to get the posted report refiled after demographic changes have been requested by the hospital. The workflow BGFD used upon receiving notification from the hospital of errors in patient matching is unlock – open – make changes – change status to resubmit Kno2 – wait about an hour – then change the patient status back to whatever it was before. If you don't the resubmit status will continue to send the report due to the auto post criteria setup by IT. To complete an accurate patient match during an auto post would be first & last name, address, & DOB should be enough. Again, getting a face sheet is the quickest and most accurate way of getting a match. Barcodes and QR code scanning does work providing the hospital has the correct information. D.L. and face sheet are the best way to capture information. Your dept. may only be subscribed to 3 or 4 hospitals through Kno2 so a word of caution your crews may have to drop a paper report off at those facilities. C. Mattera asked Rill to put something together describing some of the Kno2 requirements and procedures. A fact sheet for Kno2. The pilot for Kno2 may likely expand to other FD's and Hospital systems via direct upload. LGFD was still looking for resolution into there Kno2 account and setup. Patrick was seeking a resolution through IT.	M. Spiro C. Mattera P. Sennett
Hospital Designations	@ 0955	Fixed	J. Klein
Connect Conference	@ 1003	Set for Wednesday, July 20 - 23	J. Klein

MPR	@ 1006	CM asked S. Parry to provide language so she can compare ideas for a narrative template. It was stressed that there is safety in the alignment of what auto narratives provide to end users during low frequency, high risk reporting. No patient no OLMC. It should be quick and easy. The item has been table to a later date so language could be developed and reviewed.	
Orange for Weight	@ 1007	This was due to users getting a repeat patient where their weight had changed since the last time they were transported. Crews could overlook this and not update the weight listed in the repeat information. P. Sennett and C. Mattera will work to get this tied to all the medications that could be weight based through a validation rule.	
Patrick Sennett Update	@ 1008	Zoll issue with importing waveforms that would not be used would show In run form as blank.	
Adjournment	@ 1015	Motion to adjourn by M. Spiro. 2nd B. Eisner Minutes submitted by Secretary J. Klein	