

**Northwest Community Hospital
CARS Meeting Minutes
Wednesday, October 12th, 2022
Virtual Meeting via ZOOM**

Meeting Attendees: Recorded via ZOOM

TOPIC	TIMELINE	RECOMMENDATIONS/ ACTIONS	FOLLOW-UP/ PERSON & DATE
Members / Guests	@ 0909	General Membership – Held via Zoom (meeting address on agenda) If you need an email update for your dept. notify CARS Chair.	Klein
Agenda	@ 0914	Emailed on 10-11-22 for review	
Approve Minutes	@ 0914	The September minutes were emailed on 10-11-22 and approved as read without corrections during October 11 th meeting.	Klein
<u>Open Issues</u>			
Problem Saving Field	@ 0903	A-Tech and BGFD were reporting problems with signing with passwords in addition to crew lists not updating. All reports were infrequent and isolated which was brought to the attention of P. Sennett. He had chalked it up to unlikely events that was usually resolved with time and connectivity. All the usual suggestions were made to the individuals experiencing these issues in order to resolve the problem.	Klein P. Sennett
Mini Connect	@ 0906	Conference upcoming in January as a refresher course on how to put data in on day 1 and how to extract data on day 2. Setting up forms, Service Defined Questions, using report writer and use of continuum. Reserved room in Rolling Meadows for about 100 people to join the class. The new report writer might be available to use when this class goes through. P. Sennett is having on ongoing conversation with IT about the EMS systems possibly coming on line with continuum depending on costs of the service.	R. Manthy P. Sennett

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Kno2	@ 0911	Long Grove has since been using the software without issue. IT uses about 7 different criteria to trigger an auto post one of them being 100% validity. There were cases in region 8 where crews were leaving the hospital and not posting the record. There should be a reasonable validity score number the region could agree upon that should trigger an auto post fax or DM to the hospital. The short form (aka COVID sheet) is everything the state requires for information to be left at the hospital. There is a need to find that information in the report along with a magic number for validation in order to trigger an auto post for Kno2.	Klein Sennett Chesney Reid Rill
NEMSIS 3.5	@ 0930	NEMSIS 3.5 is coming and P. Sennett will work to see if our form will change with the new rules. He should have any idea of how it will work during the November meeting.	Sennett
IV successful/ medication base type PT	@ 0941	The tool was corrected by making the NaCl "optional" if you charted an Unsuccessful IV it would not require a validity rule to document successful criteria. An example was shown as a screen share to the group. There were 2 different medication PT (meds nch & meds). The base type PT needs to be on the form in order for you to see what was imported from the monitor. Monitor data uses the base type tool.	Klein
	@ 0947	***At this point in the meeting Klein experienced a network connection error and was kicked from the zoom meeting. The connection was restored and Klein was able to sign back into the existing meeting***	
Video for iPad DL scanning	@ 0955	Rill reported that the video he created on this topic was taken down for terms or service errors as it was deemed having personal information (the personal info was his own Illinois DL, not of a patient)	Rill

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Billing Signatures	@ 0957	Some of the billing pages for signatures was not correctly formatted with you agency name. The text was “canned” billing/HIPPA language and was missing the agency name. Please go under signature paragraphs and change this for you agency. An example was shared with the group.	Klein
Ventilators (Procedure) Worksheet	@ 1010	Access worksheets if you need to use a ventilator	Klein
IV Size Button	@ 1015	Being worked on as an error item for IT	
Pleural Needle Decompression		Was found and procedure location was found. There was a complaint that it could not be found on the PT.	Chesney Klein
PBPI Liaison	@ 1020	No Report	
Next Meeting	@ 1025	December 14 th , 2022 (Red/2 nd)	
Adjournment	@ 1025	Motion to adjourn by Rill 2 nd M. Dahl Minutes submitted by Secretary J. Klein	