



**OKLAHOMA TRAUMA AND EMERGENCY RESPONSE ADVISORY COUNCIL (OTERAC)
Regular Meeting of the Medical Direction and Coordination Committee
Oklahoma State Department of Health
123 Robert S Kerr Ave, Oklahoma City, Oklahoma 73102
Wednesday, May 4, 2022, at 1:00 pm**

Minutes

- I. Call to Order
Meeting was called to order at 1:04pm by Dr Cody.

- II. Roll Call
Roll was called by Jamie Lee with the following members present:
Dr Roxie Albrecht, Dr James Campbell, Dr Patrick Cody, Dr Curtis Knoles, Dr Jason McElyea, Dr Charles Olson, Dr Bill Worden.

The following members were absent: Dr David Caughill, Dr Lindsey DaVault, Dr David Gearheart.

- III. Introductions and Announcements
Ms. Lee introduced Samantha Hickson, Administrative Assistant; Heather Griffin, Quality and Survey Analyst, and Nena West, Director of Medical Facilities, who were in attendance.

- IV. Approval of Minutes from November 3, 2021
A motion to approve minutes as written was made by Dr Campbell and was seconded by Dr McElyea. A roll call vote was taken, and the motion passed 6-0.

- V. EMS Activity Update
Mr. Adkerson reported a new protocol approval process, taking effect immediately, for EMS medical directors and agencies for attestation at an inspection that the agency has met current regulations to reduce the intensive review process used in the past as a result of personnel changes. This change and a new form have been posted on the Agency website. Dale is working through a backlog of EMS protocols and anticipates those to be completed soon. There was discussion regarding the scope and limits of the new attestation process. Dale is the point of contact for questions.

- VI. Trauma Activity Update
The new ACS trauma resource guide was just received the morning of the meeting. Chris and Grace will be reviewing the guide prior to distribution. Activities have been planned for EMS development regarding Medical Director involvement with Quality Assurance processes when deficiencies have been noted. Staff will also address the state trauma CQI system with agencies and any other trauma related needs.

- VII. Business
 - A. **Discussion, consideration, possible action, and vote to approve a mission and vision statement for the Medical Direction and Coordination Sub Committee.**
*Vision Statement (Medical Direction):
The physician medical director shall serve as the guidepost for EMS agencies in the ongoing mission to provide optimal outcomes for the populations they serve in the Oklahoma emergency system.*

Mission (Medical Direction):

Individuals entering the Oklahoma emergency system via EMS will be provided every opportunity for optimal outcome(s) including timely care, quality care and appropriate facility triage. Physician leaders shall play an integral role in continuing quality management and training of EMS systems and providers.

A motion to approve the mission and vision statement above was made by Dr. Campbell and seconded by Dr. Knoles. A roll call vote was taken, and the motion passed 7-0.

B. Discussion, consideration, possible action, and vote to approve and advance proposed EMS regulatory amendments regarding medical directors, quality assurance, and benchmarks to OTERAC for consideration.

OAC 310:641-1-7 Definitions

OAC 310:641-3-10 License required

OAC 310:641-3-24 Medical control requirement

OAC 310:641-3-63 Ambulance service files

There were discussions on: definition on active involvement from the Medical Director; expectation of 24/7 availability of the Medical Director; duties of back up Medical Director versus back up medical control; responsibilities and limitations of Medical Director proxies; licensing of backup Medical Director in multi-state agencies.

Mr. Adkerson explained that shifting from "Quality Assurance (QA) or Improvement", to "Quality Management" will require several updates throughout the book beyond the Medical Direction section. Dr Cody commented that if the language is clear that QA is a continuous process designed to find and remedy issues in the system then no change is needed. Recommended edits to be discussed further at the next meeting.

C. Discussion, consideration, possible action, and vote to approve and advance proposed Medical Director development program topics to OTERAC.

The committee discussed and indicated that they liked the educational opportunities from NAEMSP. Dr Cody with Dr Gearheart may explore opportunities with OSU's Continuing Education department. It was agreed that this should follow NAEMSP's model. Committee inquired if there was an NAEMSP chapter in Oklahoma. The discussion moved to scholarship opportunities, requirements for new Medical Directors, and who would be the governing body for this program along with which agencies should be involved. At this time, a work group was not necessary for education. Ms. Pelley presented a draft template for the one-page handout for new Medical Directors and her findings on physician mentorship from the Oklahoma County Medical Society. The group then discussed the possibility of mentorship programming and the one-page handout, including possible mentorship in the form of regional representation and/or a list of interested veteran Medical Directors. Further discussions expected.

D. Discussion, consideration, and possible action to approve the current components of Trauma System Regional Trauma Plans.

Ms. Pelley explained the current components of the Regional Trauma Plans and requested feedback from the committee. She also mentioned that the release of the new ACS Trauma Resource Guide and that there is already conversation happening on how to address the absence of Level IV facilities in ACS guidelines. She is hopeful that there will be updates and guidance to this at the national NASEMSO conference.

E. Discussion, consideration, and possible feedback regarding proposed regional stroke plan components.

Ms. Pelley introduced the proposed regional stroke plan components and requested feedback especially from EMS and emergency physicians. The same document will be going to all RTABs for feedback and discussion. Discussion was opened about the possibility of simplifying all of the regional plans, and it was determined that particular discussion was better served at a later date with a larger group. The committee then perused both the regional trauma plans and stroke plans

and discussed transfer agreements and EMResource.

F. Discussion, Consideration, and possible action to affirm the current CQI case selection criteria.

Ms. Lee presented current CQI case selection criteria for regional CQI committee and requested feedback. The committee discussed the criteria as well as TReC wait times and the use of hospital transfer centers. Dr Albrecht stated that any case with more than one transfer be selected for review. Ms. Lee confirmed that it would be added to the criteria list.

Dr Worden recommended EMS Medical Directors to participate in regional CQI committees. He also raised a concern that he has not received any CQI letters sent to one of his agencies and recommended a more direct route of communication with EMS Medical Directors. Ms. Pelley assured that additional steps will be revisited in the new year.

G. Discussion, consideration, and possible action to approve the creation of a working group to be assigned projects as needed by the group.

Ms. Lee explained that working groups are not subject to the Open Meetings Act, it must have a specific goal or task and attendance must be limited to under six members to avoid meeting quorum. Once quorum is reached, then the working group is subject to the Open Meeting Act. Dr Cody told the committee that he did not see a need for a working group at this time.

H. Discussion, Consideration, and possible action to approve changing meeting times from 10:30 am to 1:00pm

In addition to time change, Ms. Pelley asked for the Committee to consider splitting the meetings between Tulsa and Oklahoma City in 2023. Dr Cody indicated willingness to consider recommendation.

A motion to approve time change from 10:30 am to 1:00 pm was brought by Dr Campbell and Dr Olson seconded the motion. A roll call vote was made and passed 7-0.

VIII. Next Meetings

Medical Direction and Coordination Committee (MDCC)
Oklahoma State Department of Health
123 Robert S Kerr Avenue, Oklahoma City, Oklahoma 73102-6406
August 3, 2022, at 1:00 pm

OTERAC
ODOT Training Center, 5307 NE 122nd Street, Oklahoma City, Oklahoma 73131
June 1, 2022, at 1:00 pm

IX. Closing, Adjournment, and Dismissal.

Motion to adjourn by Dr Campbell and seconded by Dr Worden. The meeting adjourned at 2:41 pm.

Approved by:



Patrick Cody, DO, MPH, FACOEP, Chair
Medical Direction and Coordination Subcommittee
August 3, 2022