

**Oklahoma City Area (8) Regional Trauma Advisory Board**  
**INTEGRIS Southwest Medical Center**  
**4401 South Western Avenue**  
**Oklahoma City, OK 73109**  
**January 14<sup>th</sup>, 2020 – 1:00 pm**

**AGENDA**

**I. Call to Order**

**II. Welcome and Introductions**

**III. Roll Call**

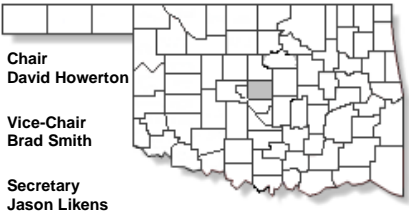
**IV. Approval of Minutes – October 8<sup>th</sup>, 2019**

**V. Reports/Updates**

- A. Emergency Systems quarterly activity report
- B. Oklahoma Trauma and Emergency Response Advisory Council report from previous meeting
- C. Quality Improvement Committee quarterly activity report
- D. Trauma Rotation Committee report from previous meeting
- E. Regional Planning Committee report from previous meeting
- F. Regional Medical Response System quarterly activity report
- G. EMS for Children quarterly activity report
- H. OU Medical Center Community Outreach quarterly activity report

**VI. Business**

- A. Vote to approve draft Region 8 RTAB Bylaws for the Trauma Rotation Committee  
 Current language: None  
 Proposed language:  
 Section 2. Trauma Rotation Committee
  - a. The function of this committee is to cultivate and utilize resources for the care of trauma patients as well as establish, maintain, and amend as necessary the collegial agreement between Oklahoma City metropolitan area hospitals designed to provide adequate coverage of trauma and emergency-related specialties. Committee recommendations not pertaining explicitly to these duties or committee membership shall be presented to the Regional Trauma Advisory Board for consideration of approval.
  - b. It is suggested that membership be kept to ten (10) members or fewer. Suggested member disciplines include, but not limited to:
    - A. Emergency Department physician
    - B. Trauma/General Surgeon
    - C. Neurosurgeon
    - D. Hand surgeon
    - E. Oral-maxillofacial surgeon
  - c. The members of the committee shall elect a Committee Chair.
  - d. The Chair shall serve until either he/she resigns or until a super-majority (2/3) of the Committee votes to replace the Chair.
  - e. Upon approval by the committee Chair or a majority of the committee members, a committee member may be removed from the committee if he/she misses two (2) consecutive scheduled meetings.
  - f. Vacancies and recommendations for committee membership
    - A. Notice of either a vacancy or request for committee membership shall be distributed at least ten (10) days prior to a scheduled meeting by written or verbal communication.
    - B. Volunteers or recommendations to fill the vacancy in membership and new requests for membership on this committee shall be accepted and voted upon at the next scheduled meeting of the committee.
  - g. A simple majority shall constitute quorum to conduct business.
  - h. Notice and conduct of committee meetings shall be in accordance with the Oklahoma Open Meetings Act.



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**INTEGRIS Southwest Medical Center**  
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**January 14<sup>th</sup>, 2020 – 1:00 pm**

**AGENDA**

- i. The Chair of the Board, the Chair of the committee, or a majority of the committee members may call meetings of the committee.

- B. Vote to approve requests to join Quality Improvement Committee by:
  - 1. Julie Evans (INTEGRIS Health Edmond)
  - 2. Bryan Jones (EMSA)
- C. Vote to fill Quality Improvement Committee vacancy caused by the resignation of Ginger Castleberry
- D. Vote to approve 2021 trauma system goals and creation of work group to plan for and implement goals

**VII. Presentation**

- A. Process Improvement – Oklahoma State Department of Health

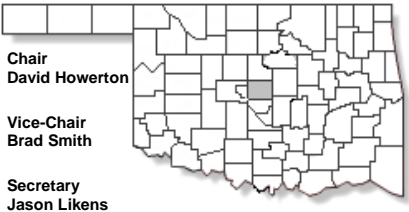
**VIII. New Business**

(for matters not reasonably anticipated 48 hours prior to the meeting)

**IX. Next Meeting**

- A. OTERAC Systems Improvement and Development Workgroup  
 Oklahoma State Department of Health  
 1000 Northeast 10<sup>th</sup> Street  
 Oklahoma City, OK 73117  
 January 16<sup>th</sup>, 2020 – 10:00 am
- B. Oklahoma Trauma and Emergency Response Advisory Council  
 Oklahoma State Department of Health  
 1000 Northeast 10<sup>th</sup> Street  
 Oklahoma City, OK 73117  
 February 12<sup>th</sup>, 2020 – 1:00 pm
- C. OTERAC Education and Training Subcommittee  
 Oklahoma State Department of Health  
 1000 Northeast 10<sup>th</sup> Street  
 Oklahoma City, OK 73117  
 February 20<sup>th</sup>, 2020 – 9:00 am
- D. OTERAC Regulations Workgroup  
 Oklahoma State Department of Health  
 1000 Northeast 10<sup>th</sup> Street  
 Oklahoma City, OK 73117  
 March 10<sup>th</sup>, 2020 – 9:00 am
- E. Combined Region 6 & 8 Quality Improvement Committee  
 Mercy I-35  
 2017 West I-35 Frontage Road  
 Edmond, OK 73013  
 April 14<sup>th</sup>, 2020 – 10:30 am
- F. Region 8 Regional Trauma Advisory Board  
 Mercy I-35  
 2017 West I-35 Frontage Road  
 Edmond, OK 73013  
 April 14<sup>th</sup>, 2020 – 1:00 pm
- G. Regional Planning Committee– As Called

**X. Adjournment**



**Oklahoma City Area (8) Regional Trauma Advisory Board**  
**OU Medicine**  
**940 Northeast 13<sup>th</sup> Street**  
**Oklahoma City, OK 73104**  
**October 8<sup>th</sup>, 2019 – 1:00 pm**

**MINUTES**

**I. Call to Order**

The meeting was called to order by Chair David Howerton at 1:03 pm.

**II. Welcome and Introductions**

There were no welcome or introductions.

**III. Roll Call**

Roll call was taken with the following Board Members present except INTEGRIS Health Edmond who arrived at 1:15 pm. Quorum was met. See the attached attendance sheet for complete listing of Board and General Member attendance.

**IV. Approval of Minutes – July 9<sup>th</sup>, 2019**

A motion to approve the minutes as written was made by Janice Statzer and seconded by Larry Terry. There was no discussion, and the motion passed 18-0.

**V. Reports/Updates**

**A. Emergency Systems quarterly activity report**

Daniel Whipple introduced Ms. Rashonda Hagar and Mr. James Rose as new employees with Emergency Systems. Ms. Hagar is our newest Administrative Assistance and will be working with the trauma team, and Mr. Rose is a Statistical Research Specialist and will be working as an epidemiologist. The Oklahoma Emergency Response System Stabilization and Improvement Revolving Fund cycle has closed with twenty EMS agencies receiving \$2.1 million.

The Oklahoma EMS Information System (OKEMSIS) will be transitioning from version 3.3.4 to 3.4. There are a total of 51 updates with the change, but most are background changes that will require little or no user input. There is no implementation date yet. Please contact Martin Lansdale with any OKEMSIS-related questions.

Trauma registry training will be held in Lawton November 7<sup>th</sup>. Please contact Xana Howard to register for that training or for any questions or issues with trauma registry.

The latest trauma fund application dates are included in the meeting packet. Important dates in this cycle are for the hospital application deadline of December 2<sup>nd</sup> and the EMS and physician application deadline of December 16<sup>th</sup>. Please contact Marva Williamson with any questions.

There are still two Oklahoma Trauma Education Program (OTEP) opportunities for 2019. Please contact Daniel Whipple if you are interesting in attending the October 17<sup>th</sup> at Edmond Fire Department Station 5 or the course on November 1<sup>st</sup> in Elk City.

**B. Oklahoma Trauma and Emergency Response Advisory Council report from previous meeting**  
Mr. Whipple related that the last meeting of OTERAC was last week on October 3<sup>rd</sup>. Business items included the review and approval of numerous proposed regulatory language for ambulance services and stretcher van services, implementation of the Good Samaritan Act, and a requirement for hospitals to submit data into a ST-elevation myocardial infarction (STEMI) registry. Additionally, OTERAC signed a memorandum of understanding with the Oklahoma State Stroke System Advisory Council (OSSAC) to further develop the statewide stroke system of care.

**C. Quality Improvement Committee quarterly activity report**

Ms. Brandee Keele stated that the case referral form has been updated to ease the process of submitting cases for review. An effort to increase the number of members on the QI Committee went well, and the



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**OU Medicine**  
**940 Northeast 13<sup>th</sup> Street**  
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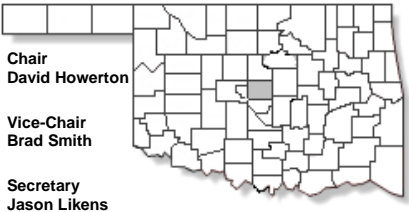
**MINUTES**

Committee should be fully staffed after approval of the individuals who requested to join. The fourth quarter meeting date has been moved to December 12<sup>th</sup> for a statewide QI training and meeting.

- D. Trauma Rotation Committee report from previous meeting  
 Dr. David Smith, Trauma Rotation Committee Chair, provided information on recent Committee activities. He stated that Dr. Ryan Wicks replaced Dr. Jay Cannon as a general surgeon on the Committee. At the last meeting, EMSA provided detailed statistics regarding trauma patient destination, and the data showed many destination choices were based upon patient choice. The Committee is also discussing whether neurosurgical services are still needed as part of the on-call rotation. A work group of the Committee met and believes that, at this time, neurosurgical services should still be included in the rotation. A discussion of the work group’s recommendations will occur at the next meeting. Additionally, the Committee had a statement of affirmation regarding how the Committee is working to serve as the finest model of Regional Advanced Emergency Care in Oklahoma.
- E. Regional Planning Committee report from previous meeting  
 Mr. Brad Smith announced that the Committee met last on August 19<sup>th</sup>. At that meeting, the Committee made numerous revisions to the Regional Trauma Plan which will be discussed today. The Committee is still working on determining burn patient resources in Oklahoma City and is hoping to make destination recommendations based upon those resources. At the last meeting, INTEGRIS Baptist Medical Center was unable to send representatives, but Dr. Jeremy Johnson from OU Medicine was present to discuss pediatric burn capabilities.
- F. Regional Medical Response System quarterly activity report  
 No RMRS representative was present due to a drill occurring at this moment.
- G. EMS for Children quarterly activity report  
 Ms. Delores Welch was present to review EMS-C activities. She stated that the original training period for Pediatric Advanced Life Support (PALS) and Pediatric Emergency Assessment, Recognition, and Stabilization (PEARS) has closed. Seventy-eight individuals received the training; EMS-C hoped to train 350 individuals. The grant cycle has been extended through February 2020, and additional training dates will soon be announced. EMS-C received nineteen Pedi-Mate transport devices and has distributed fourteen of them thus far. A survey will soon be disseminated to rural EMS agencies to determine pediatric skills verification and training activities.
- H. OU Medical Center Community Outreach quarterly activity report  
 Ms. Lindsey Henson stated that OU Medicine has provided Stop the Bleed training to over 3,200 individuals so far. The most recent course offering occurred at the grand opening of Scissortail Park in Oklahoma City.

**VI. Business**

- A. Discussion of the presentation “Diagnosing & Managing Pediatric Mild Traumatic Brain Injury” and possible vote to include in regional planning  
 Discussion was had how the presentation was meant for the individual provider and does not lend itself to a region-wide plan. At this time, the Board did not want any action taken on this information.
- B. Review Regional Trauma Plan revisions and vote to approve same  
 Mr. Brad Smith reviewed the changes to the trauma plan which includes:
  - The addition of page numbers;
  - The inclusion of all patients greater than 20 weeks pregnant will be considered Priority 2;



Chair  
David Howerton

Vice-Chair  
Brad Smith

Secretary  
Jason Likens

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**MINUTES**

- Facility name updates;
- Revising the language for the on-call hospitals;
- Including the pediatric age definition throughout the document;
- Striking patients requiring dialysis as a discretionary criteria;

Future revisions will include a revised definition of hand-injured patients.

A motion to approve the revisions was made by Holli Howard and seconded by Lindsey Henson. There was no discussion, and the motion carried 19-0.

- C. Vote to approve 2020 Board Meeting dates, times, and venues
1. January 14<sup>th</sup>, 2020 – 1:00 pm – INTEGRIS Southwest Medical Center
  2. April 14<sup>th</sup>, 2020 – 1:00 pm – Mercy Hospital – Oklahoma City
  3. July 14<sup>th</sup>, 2020 – 1:00 pm – INTEGRIS Baptist Medical Center
  4. October 13<sup>th</sup>, 2020 – 1:00 pm – OU Medicine
- A motion to accept the meeting dates as proposed was made by David Howerton and seconded by Janice Statzer. There was no discussion, and the motion carried 19-0.
- D. 2020 Committee membership –
1. Vote to remove Jennifer McGuire from Regional Planning Committee
  2. Vote to remove Liz Webb from Quality Improvement Committee
  3. Vote to approve Lindsey Lindsay to fill the vacancy in membership of position held by Richelle Rumford
  4. Vote to affirm remaining membership
- Mr. Howerton stated that he would entertain a motion to accept business items 1 through 4 as a slate, and Jason Likens so moved. The motion was seconded by George Benard, and it carried 19-0.
- E. Accept volunteers and nominations for membership on the combined Region 6/8 Quality Improvement Committee –
1. Volunteers:
    1. Julie Evans (INTEGRIS Health Edmond)
    2. Bryan Jones (EMSA)
    3. Roger Smith (OU Medicine)
- It was announced by Ms. Brandee Keele that, although three individuals have expressed interest in joining the QI Committee, there currently is only space for two individuals to keep the membership at less than the recommended number of twenty. She spoke with Mr. Roger Smith about this issue, and he stated that he is willing to wait for a vacancy to join the committee.

**VII. Presentation**

- A. Trauma System Toolbox – Oklahoma State Department of Health
- Mr. Daniel Whipple reviewed the Oklahoma Trauma System to include its history and tools used to properly implement the system. He began by speaking about the Oklahoma Trauma System Improvement and Development Act passed in 2004. This law requires numerous items to include the creation of Regional Trauma Advisory Boards (RTABs), the requirement that each RTAB performs quality improvement activities, the creation of a trauma transfer and referral center, and an expansion of monies for the Trauma Care Assistance Revolving Fund. Mr. Whipple briefly discussed the current minimum requirements for each level of Oklahoma Trauma Center by classification level. He then spoke about the purpose of the RTAB and how that body is responsible for creating solutions for patient care within its regions, educating its providers about those solutions, and using quality



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**MINUTES**

improvement activities to verify that the regional plans are effective. He discussed the Triage, Transport, and Transfer (T-3) algorithm and how it assigns a Priority based upon physical exam findings and recommends a destination type that is appropriate for that patient to receive definitive care.

Regional Trauma Plan utilizes a review of each region’s resources and, using the T-3 algorithm as its foundation, assign each trauma patient to an appropriate destination in an effort to reduce morbidity and mortality.

EMResource is the current statewide tool that should be used to communicate both pre-hospital and hospital resources to other healthcare providers throughout the state. Currently, EMResource provides contact information for hospitals and EMS agencies, near real-time updates regarding hospital specialties and air ambulance location services, and acts as a notification tool for matters that impact care of patients.

The Oklahoma Trauma Registry and Oklahoma EMS Information System (OKEMSIS) comprise the majority of the data systems used for trauma system review and improvement. The epidemiologists within the data team have used submitted data to produce numerous peer-reviewed articles to improve the care of trauma patients in Oklahoma and in systems similar to ours. Mr. Whipple then reviewed the inclusion and exclusion criteria for the trauma registry as well as the submission timelines for both registries.

The Trauma Care Assistance Revolving Fund was created in 1999 to serve as a means to provide funding to ambulance services and hospitals that cared for trauma patients whose services were uncompensated. Since its inception, physicians have been made eligible to receive monies from this revolving fund. While participation in the Trauma Care Assistance Revolving Fund is voluntary, eligibility is determined by a required task, data submission to the trauma registry.

Mr. Whipple provided an example of how the trauma system was designed to work and closed with the goal of those who participate within the trauma system: To get the right patient to the right place, receiving the right treatment in the right amount of time.

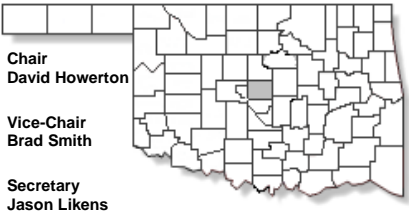
- B. Preparing for Chemical Emergencies – Oklahoma State Department of Health Public Health Lab  
Ms. Leslie Billetter reviewed the role of the Oklahoma State Department of Health Public Health Lab (PHL) along with the 53 PHLs across the nation. These labs assist agencies with what to collect, how to ship samples, and how to develop a chemical response plan. She discussed multiple worst-case scenarios and problems that could arise during a large-scale release of a chemical. It was suggested that each agency conduct their own planning and drills to test their readiness for a chemical emergency.

**VIII. New Business**

There was no new business.

**IX. Next Meeting**

- A. OTERAC Systems Improvement and Development Workgroup  
Oklahoma State Department of Health  
1000 Northeast 10<sup>th</sup> Street  
Oklahoma City, OK 73117  
November 6<sup>th</sup>, 2019 – 10:00 am



Chair  
David Howerton  
  
Vice-Chair  
Brad Smith  
  
Secretary  
Jason Likens

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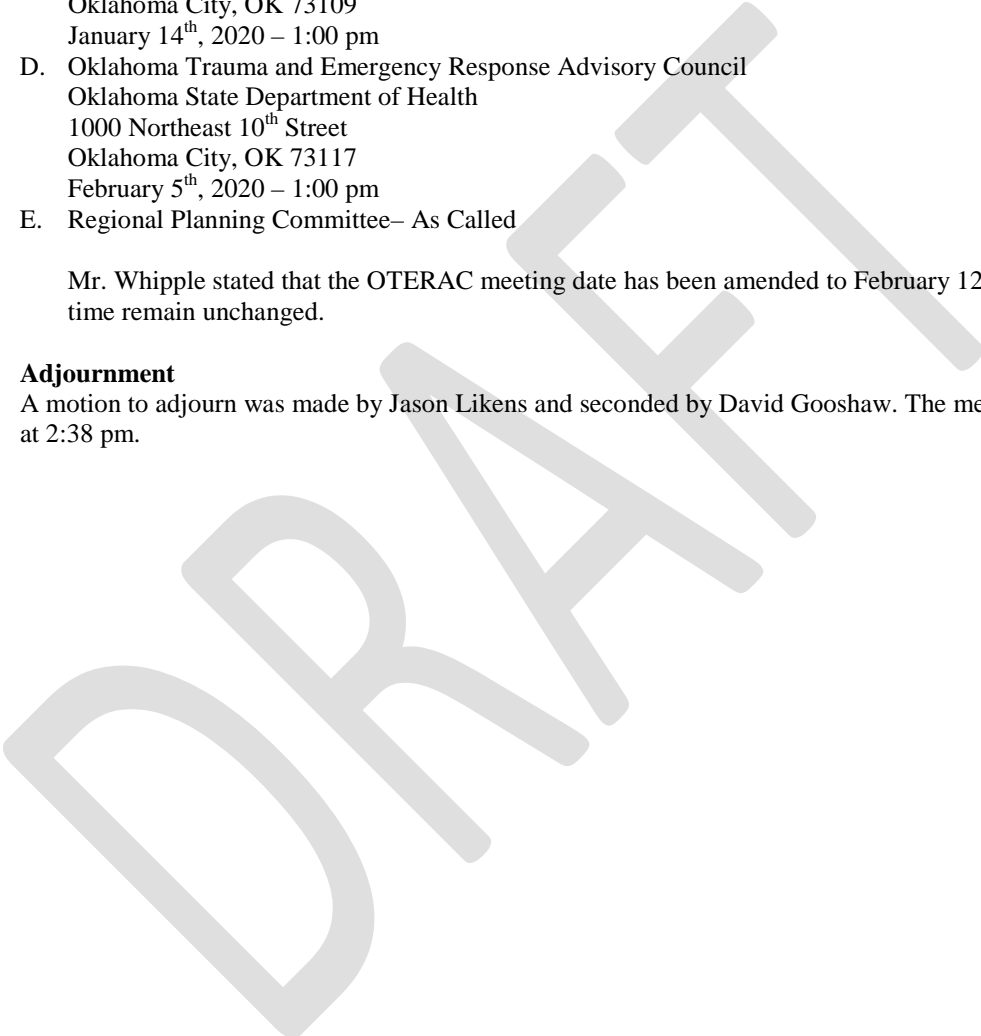
**MINUTES**

- B. Combined Region 6 & 8 Quality Improvement Committee  
INTEGRIS Southwest Medical Center  
4401 South Western Avenue  
Oklahoma City, OK 73109  
January 14<sup>th</sup>, 2020 – 10:30 am
- C. Region 8 Regional Trauma Advisory Board  
INTEGRIS Southwest Medical Center  
4401 South Western Avenue  
Oklahoma City, OK 73109  
January 14<sup>th</sup>, 2020 – 1:00 pm
- D. Oklahoma Trauma and Emergency Response Advisory Council  
Oklahoma State Department of Health  
1000 Northeast 10<sup>th</sup> Street  
Oklahoma City, OK 73117  
February 5<sup>th</sup>, 2020 – 1:00 pm
- E. Regional Planning Committee– As Called

Mr. Whipple stated that the OTERAC meeting date has been amended to February 12<sup>th</sup>. The venue and time remain unchanged.

**X. Adjournment**

A motion to adjourn was made by Jason Likens and seconded by David Gooshaw. The meeting adjourned at 2:38 pm.





BOARD MEMBER	REPRESENTATIVE	1Q	2Q	3Q	4Q	YTD
ALLIANCEHEALTH MIDWEST	Meghan Ayotte	X	X	X	X	100
COMMUNITY HOSPITAL	Brad Smith Terra Collie	X	X	X	X	100
EMERGENCY PHYSICIANS OF MIDWEST CITY, LLC	Michael Kalcich Michael Padgham	X	X	X	X	100
EMSA - WEST DIVISION	David Gooshaw Zack Sinsheimer	X	X	X	X	100
INTEGRIS BAPTIST MEDICAL CENTER, INC.	Janice Statzer Marla Lincecum	X	X	X	X	100
INTEGRIS HEALTH EDMOND, INC.	Angie Heigle Angie Kamermayer	X	X	X	X	100
INTEGRIS SOUTHWEST MEDICAL CENTER	Jacob Lovell Sonia Reeves	X	X	X	X	100
MEDICAL CONTROL BOARD	David Howerton Jeff Reames	X	X	X	X	100
MERCY HOSPITAL OKLAHOMA CITY, INC.	Holli Howard RN Jennifer Bramlett	X	X	X	X	100
MIDWEST REGIONAL EMS	Larry Terry Jeanette Thomas	X	X	X	X	100
OKLAHOMA CRITICAL CARE TRANSPORT	Brennan Williams Penny Kinter	X	X	X	X	100
OKLAHOMA HEART HOSPITAL, LLC	Sarah Hering Devin Hamilton	X	X	X	X	100
OKLAHOMA SPINE HOSPITAL	Sharon Copeland Richard Witt	X	X	X	X	100
OU MEDICINE	Lindsey Henson Lindsey Lindsay	A	X	X	X	75
SAMARITAN EMS - TINKER AFB	Jason Likens Chris Prutzman	X	X	X	X	100
SAMARITAN EMS (BETHANY/WARR ACRES)	Jason Likens Chris Prutzman	X	X	X	X	100
SSM HEALTH ST. ANTHONY HOSPITAL - OKLAHOMA CITY	George Benard Michelle Faulkner	X	X	X	X	100
ST. ANTHONY HOSPITAL		X	X	X	X	100
THE CHILDREN'S CENTER, INC.	Amy Clevenger	X	X	X	X	100
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# REGIONAL TRAUMA ADVISORY BOARD

## GENERAL MEMBER ATTENDANCE

	GENERAL MEMBER REPRESENTATIVE	1Q	2Q	3Q	4Q	YTD
<b>CEDAR RIDGE</b>	Heather Josph	A	A	A	A	0
<b>CURAHEALTH OKLAHOMA CITY</b>	Stephanie Tsonetokoy	A	A	A	A	0
<b>EDMOND - AMG SPECIALTY HOSPITAL</b>	Erick Heflin Shana Branum	A	A	A	A	0
<b>EMS FOR CHILDREN</b>	Delores Welch Caitlin Holland	X	X	X	X	100
<b>INSPIRE SPECIALTY HOSPITAL</b>	Keith Kalinich Amy Clark	X	X	A	X	75
<b>INTEGRIS BAPTIST PHYSICIANS GROUP</b>	David W. Smith, MD Jeffrey Sparkman, MD	X	X	X	X	100
<b>INTEGRIS COMMUNITY HOSPITAL - COUNCIL CROSSING</b>				A	A	0
<b>LAKESIDE WOMEN'S HOSPITAL</b>	Donna Plewes Alexandra Hensley	X	X	X	A	75
<b>MCBRIDE ORTHOPEDIC HOSPITAL</b>	Jeremy Podany Courtney Breckenridge	X	X	X	X	100
<b>MERCY ER PHYSICIANS</b>	Juan Nalagan Lance Watson	X	X	X	X	100
<b>MERCY REHABILITATION HOSPITAL OKLAHOMA CITY</b>	Sharon Smeltzer	A	A	A	A	0
<b>NORTHWEST SURGICAL HOSPITAL</b>	Dusty Ervin Christina Mueller	X	X	A	X	75
<b>OAKWOOD SPRINGS, LLC</b>		A	A	A	A	0
<b>OK CTR FOR ORTHO &amp; MULTI-SPEC. SURG.</b>	Jo Wyer Stacy Sargent	X	A	A	A	25
<b>OKC-AMG SPECIALTY HOSPITAL</b>				A	A	0
<b>OKLAHOMA ER &amp; HOSPITAL</b>				A	A	0
<b>OKLAHOMA HEART HOSPITAL SOUTH, LLC</b>	Devin Hamilton	X	X	X	X	100
<b>ONECORE HEALTH</b>	Jennifer Mannas	A	A	A	X	25
<b>SELECT SPECIALTY HOSPITAL - OKLAHOMA CITY, INC.</b>	John Yakel Michelle Belote	A	A	X	A	25
<b>SUMMIT MEDICAL CENTER</b>	Curtis Summers	A	A	A	A	0
<b>SURGICAL HOSPITAL OF OKLAHOMA</b>	Mindy Burkhart Kacy Pinnick	X	X	X	X	100

# 8

## REGIONAL TRAUMA ADVISORY BOARD

### GENERAL MEMBER ATTENDANCE

<b>TEAM HEALTH PHYSICIANS SOUTHWEST</b>	John Seagraves	A	A	A	A	0
<b>VALIR REHABILITATION HOSPITAL OF OKC, LLC</b>	Ginger Castleberry	A	X	X	A	50
	Susan Huffstutler					

**TRAUMA FUND OCTOBER 2020 (Claims January 1, 2019 to June 30, 2019)**

**Projected Timelines and Activities (Updated 01 03 2019)**

The processes and/or timelines listed below are subject to change.  
Refer to the Application Notification Letter for final instructions and deadline dates.

**HOSPITALS**

January 24, 2020	Data Error Report and Transfer Feedback Report identifying incomplete Trauma Registry data submitted, available for all Trauma Registrars via Box. For inquiries, please email <a href="mailto:esystems@health.ok.gov">esystems@health.ok.gov</a> .
February 21, 2020	All incomplete/corrections in the Data Error Report must be submitted to the Trauma Registry by this deadline. (Incomplete cases are NOT eligible for Trauma Fund reimbursement.)
<p>↑            ↑            ↑</p> <p><b>- Above are MANDATORY TRAUMA REGISTRY ACTIVITIES -</b></p> <p>~~~~~</p> <p><b>- For interested providers only - TRAUMA FUND APPLICATION ACTIVITIES BEGINS -</b></p> <p>↓            ↓            ↓</p>	
March 16, 2020	Notification sent to Trauma Registrars from Emergency Systems with instructions for downloading your facility-specific Major Trauma Case List from A T & T BOX.  The MAJOR TRAUMA CASE LIST identifies clinically qualified major trauma cases as reported to the Trauma Registry. It is the responsibility of Trauma Registrars to review this in order to confirm/refute the List. Detailed instructions are provided by email.
April 3, 2020	5:00 PM: Deadline to respond to OSDH Emergency Systems office for Major Trauma Case List.  No changes to the Major Trauma Case List are allowed after this deadline. Any cases with data errors that were not corrected are not eligible for reimbursement. However, <u>it is still the Registrar's responsibility to complete the corrections as required for your Hospital's licensure.</u>
April 14, 2020	Notification Letter with instructions mailed from OSDH to Hospital Administrator. <i>Trauma Registrars will receive a copy of the letter with additional instructions by email.</i>
June 1, 2020*	<b><u>DEADLINE: Complete application package in the required format must be received in the OSDH Emergency Systems office by 5:00 P.M. – see Checklist for Submission</u></b>
October 2020	Anticipated date for distribution of reimbursement checks to eligible providers – <i>Installments 1 through 6.</i>

\*May 30 occurs on a weekend.

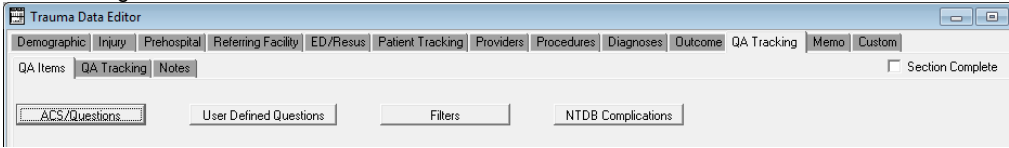
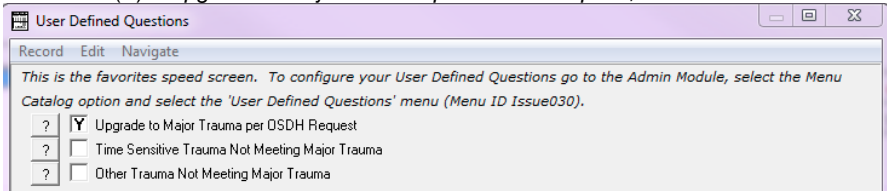
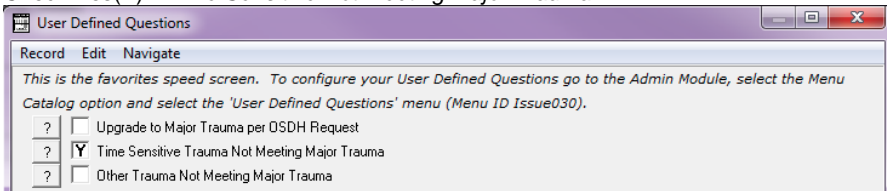
**EMS PROVIDERS**

April 14, 2020	Notification Letter and instructions from OSDH to EMS Director, along with a listing of cases that potentially meet "Trauma Fund – EMS Criteria" as submitted to OKEMSIS by the EMS provider. All EMS cases must be entered into OKEMSIS in accordance with OAC 310: 641-3-160.
June 15, 2020	<b><u>DEADLINE: Complete application package in the required format must be received in the OSDH Emergency Systems office by 5:00 P.M. – see Checklist for Submission.</u></b>
October 2020	Anticipated date for distribution of reimbursement checks to eligible providers – <i>Installments 1 through 6.</i>

**PHYSICIANS**

April 14, 2020	Notification Letter with instructions available on the Trauma Fund webpage for download.
June 15, 2010	<b><u>DEADLINE: Complete application package in the required format must be received in the OSDH Emergency Systems office by 5:00 P.M. – see Checklist for Submission</u></b>
October 2020	Anticipated date for distribution of reimbursement checks to eligible providers.

## TRAUMA FUND UPDATE (Updated 01 03 2020)

Subject	Updates on current issues						
Distributions	<p>Monthly Fund disbursement: <b>Beginning October 2019 through March 2020</b></p> <table border="1" style="width: 100%;"> <tr> <td>Installment 1:</td> <td>Installment 4:</td> </tr> <tr> <td>Installment 2:</td> <td>Installment 5:</td> </tr> <tr> <td>Installment 3:</td> <td>Installment 6:</td> </tr> </table> <p>Eligible recipients should receive notification of electronic fund transfer (EFT). Recipient payment listing is available for download from <a href="http://www.ok.gov/health/Protective_Health/Emergency_Systems/Trauma_Division/Trauma_Care_Assistance_Revolving_Fund/Reports/index.html">http://www.ok.gov/health/Protective Health/Emergency Systems/Trauma Division/Trauma_Care_Assistance_Revolving_Fund/Reports/index.html</a></p>	Installment 1:	Installment 4:	Installment 2:	Installment 5:	Installment 3:	Installment 6:
	Installment 1:	Installment 4:					
Installment 2:	Installment 5:						
Installment 3:	Installment 6:						
<p><b>2020 April</b> (Claims July 1 2018 to December 31, 2018))</p>	<p>The application period for Hospitals closed on December 2, 2019 with EMS &amp; Physicians closing on December 16. Completed applications are now processing.</p>						
<p><b>2020 October</b> (Claims January 1, 2019 to June 30, 2019)</p>	<p><b>Trauma Fund Webinars:</b> are scheduled on the following dates: April 15 -Hospitals; April 22- EMS; and April 29- Physicians Groups. Application period for Hospitals closes on Monday, June 1, 2020 @ 5:00 pm, with EMS &amp; Physician Groups closing on Monday, June 15, 2020 at 5:00 pm.</p> <p>The two sets of deadlines to submit your completed application package for Trauma Fund reimbursement are set on the same dates every year: (Weekend or holiday deadline dates are moved to the following Monday at 5:00 pm).</p>						
1. OSDH Points of Contact	<ul style="list-style-type: none"> <li>• <b>TRAUMA FUND</b> = Marva Williamson, Trauma Fund Coordinator, <a href="mailto:marvaw@health.ok.gov">marvaw@health.ok.gov</a>; Linda Dockery, <a href="mailto:lindald@health.ok.gov">lindald@health.ok.gov</a></li> <li>• <b>TRAUMA REGISTRY</b> = Yang Wan, Ph.D., <a href="mailto:YangW@health.ok.gov">YangW@health.ok.gov</a>; <a href="mailto:esystems@health.ok.gov">esystems@health.ok.gov</a></li> <li>• <b>OKEMSIS</b> (EMS Database) = Martin Lansdale, <a href="mailto:martinl@health.ok.gov">martinl@health.ok.gov</a>; Xana Howard, <a href="mailto:xanah@health.ok.gov">xanah@health.ok.gov</a></li> </ul>						
2. TIME SENSITIVE CASES REPORTING in Trauma Registry (CollectorV5)	<p>An email is sent to all Registrars in early September (or March) of each year to provide guidance to locate the checkboxes for "Upgrade to Major Trauma" and "Time Sensitive Cases". To be considered for reimbursement, all major cases and time-sensitive cases must be clearly marked:</p> <ol style="list-style-type: none"> <li>1) QA Tracking/User Defined Questions            </li> <li>2) Check Yes(Y) if <i>Upgrade to Major Trauma per OSDH Request</i>; or            </li> <li>3) Check Yes(Y) if <i>Time Sensitive Not Meeting Major Trauma</i>  </li> </ol>						
3. EFT PAYMENTS	<p>HB 1086 (2011) requires Oklahoma state agencies to disburse payments electronically. Providers are encouraged to provide information that would allow for EFT (Electronic Fund Transfer). If you are still receiving paper checks, please send an email to <a href="mailto:esystems@health.ok.gov">esystems@health.ok.gov</a> . Additional information and instructions will be provided. If you have changes to your business name, address, or Tax ID, you must submit a Vendor Payee form to receive payment. Email completed forms to <a href="mailto:esystems@health.ok.gov">esystems@health.ok.gov</a>.</p>						



**Process Improvement**

January 2020

OKLAHOMA STATE DEPARTMENT OF HEALTH

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**Getting the right patient to the right place,  
receiving the right treatment in the right amount  
of time...**



**Right Patient**  
Patient Priority

**Right Place with the  
Right Treatment**  
Hospital Resources

**Right Amount of Time**  
Time and Distance

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Overview

- Lean processes
- Six Sigma methodology
- Where do we go from here?

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Lean

- Eliminates or reduces waste
- Improves process flow

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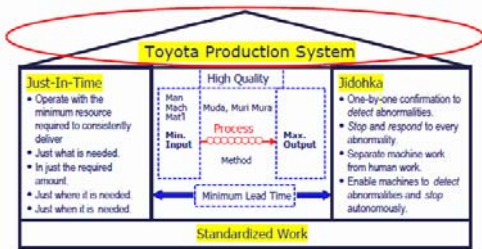
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Lean




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Lean example

	Traditional Response	Lean Response
What is the problem?	Someone messed up	A deviation from standard
What is the cause?	People	The system (Five Whys)
Someone makes a mistake. What should they do?	Solve the problem on their own, if possible	Call attention to the problem, ask for assistance to learn, and avoid the problem in the future
What does management assume about people?	People will not accept blame unless forced to	People will feel empowered if they receive positive support for solving problems
Can everyone solve problems?	No	Yes, and critical thinking must be taught to all

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Five principles of Lean

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Five principles of Lean

1. Define value (expectation) from the customer perspective

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Non-value added items

Does each process step add or detract value?

- Value-adding steps is any activity that transforms a product to meet the customer's needs
- Non-value added steps add time or cost without adding value to the customer

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Five principles of Lean

- 2. Identify the value stream and eliminate waste
  - a. Examples of where waste can occur:

Talent	Inventory
Motion	Waiting
Transportation	Defects
Overproduction	Over processing

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Five principles of Lean

- 3. Make value flow at the pull of the customer



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Five principles of Lean

- 4. Involve and empower employees

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Five principles of Lean

5. Create a continuous improvement culture



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How does BMW paint its cars?



BMW Paint Process

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Six Sigma

- Eliminates or reduces variation
- Improves capability

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Six Sigma Process Improvement – DMAIC

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DMAIC

- Define the issue

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DMAIC

- Define the issue
- Measure the current state

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DMAIC

- Define the issue
- Measure the current state
- Analyze and identify improvement opportunities

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DMAIC

- Define the issue
- Measure the current state
- Analyze and identify improvement opportunities
- Improve by implementing the best opportunities

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DMAIC

- Define the issue
- Measure the current state
- Analyze and identify improvement opportunities
- Improve by implementing the best opportunities
- Control and monitor the new process

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### Review

- Lean processes
- Six Sigma methodology
- Where do we go from here?

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How do we apply this knowledge?

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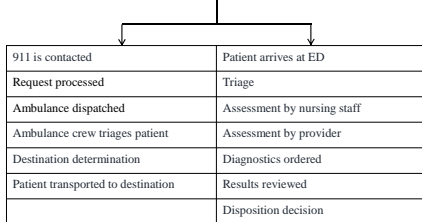
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### A (Brief) Overview of the Oklahoma Trauma Process

Injury occurs:



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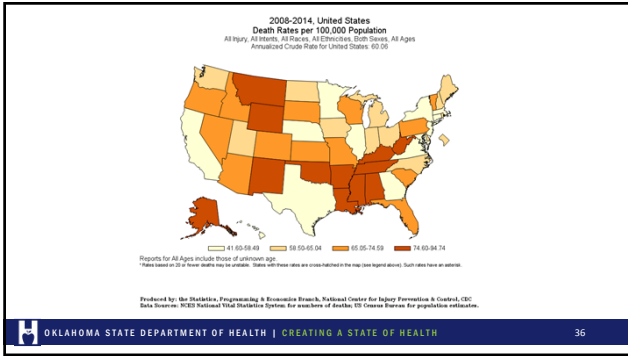
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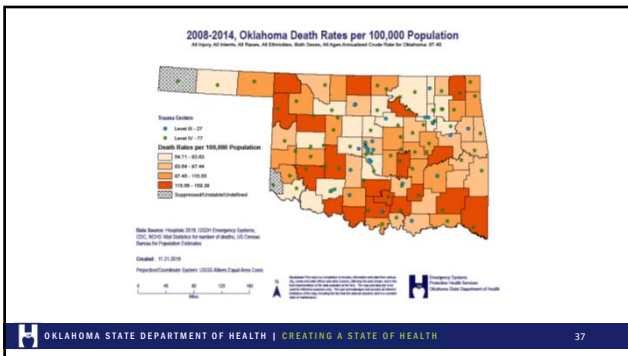
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Define the problem:

- Priority 1 Trauma patients are being transported to inappropriate facilities
- Priority 1 Trauma patients have too great a length of stay at transferring hospitals

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### Measure – Regional OKEMSIS numbers

January 1<sup>st</sup>, 2018 – December 31<sup>st</sup>, 2018 as reported on November 25<sup>th</sup>, 2019

Region	Number of Priority 1 patients originating in region	Number of total P-1 patients transported to an in-region Level III or IV	Number of patients needed to reduce by 3%
8	328	39 (11.89%)	1.17
Statewide	2,737	1,077 (39.34%)	35.58

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### Measure – Regional Trauma Registry data\*

January 1<sup>st</sup>, 2018 – December 31<sup>st</sup>, 2018 as reported on December 18<sup>th</sup>, 2019

Region	Number of transferred patients with ISS ≥ 16 by region	Average Length of Stay at the initial facility in minutes	Number of minutes needed to reduce by 3%
8	104	193	5.79
Statewide	609	177	5.31

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Analyze and identify improvement opportunities:



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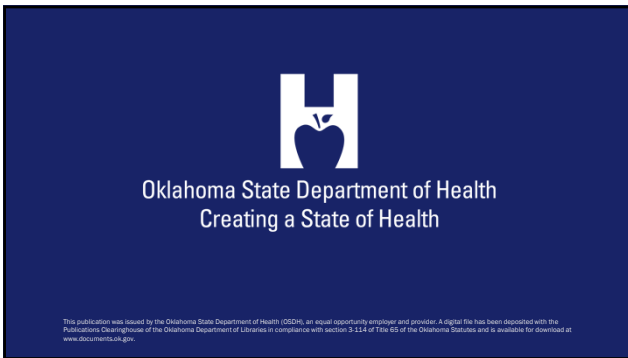
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Oklahoma State Department of Health  
 Creating a State of Health

## OKLAHOMA TRAUMA SYSTEM QUALITY IMPROVEMENT PROCESS REFERRAL FORM

**Please complete this form and attach related records.**

<b>Reporting individual contact information</b>	<input type="checkbox"/> <b>I wish to remain anonymous</b>
<i>Date</i>	
<i>Full name and title</i>	
<i>Organization</i>	
<i>Telephone number</i>	
<i>Email address</i>	

<b>Patient information for review</b>	
<i>Date of incident</i>	
<i>Name of patient</i>	
<i>Patient date of birth</i>	
<i>Your medical record#</i>	
<i>Name of any other involved agency/facility</i>	

<b>Reason for requesting review:</b> <i>(Check all applicable boxes and include a brief narrative)</i>
<input type="checkbox"/> <i>Good Job!</i>
<input type="checkbox"/> <i>Incorrect application of the Trauma Triage, Transport, and Transport Algorithm</i>
<input type="checkbox"/> <i>Deviation from Regional Trauma Plan</i>
<input type="checkbox"/> <i>Delay in care</i>
<input type="checkbox"/> <i>Communication problems</i>
<input type="checkbox"/> <i>Refusal</i>
<input type="checkbox"/> <i>Other( please specify)</i>
Additional information:

Mail, fax, or email to:  
 OKLAHOMA STATE DEPT OF HEALTH  
 EMERGENCY SYSTEMS: Attn. CQI  
 1000 NE 10<sup>TH</sup> STREET OKLAHOMA CITY, OK 73117-1299  
 Phone: (405) 271-4027 Fax (405) 271-1045  
 Email: [esystems@health.ok.gov](mailto:esystems@health.ok.gov)



**REGIONAL TRAUMA ADVISORY BOARD**  
**Authorized Representative Form**

DATE: \_\_\_\_\_

- NEW APPOINTMENT  
 UPDATED APPOINTMENT

TRAUMA REGION:

- |                                   |  |                                      |
|-----------------------------------|--|--------------------------------------|
| <input type="checkbox"/> NW REG-1 | <input type="checkbox"/> EC REG-4      | <input type="checkbox"/> TULSA REG-7 |
| <input type="checkbox"/> NE REG-2 | <input type="checkbox"/> SE REG-5      | <input type="checkbox"/> OKC REG-8   |
| <input type="checkbox"/> SW REG-3 | <input type="checkbox"/> CENTRAL REG-6 |                                      |

ORGANIZATION NAME: \_\_\_\_\_

INDIVIDUAL AUTHORIZING APPOINTMENT OF RTAB REPRESENTATIVES:

Name: \_\_\_\_\_

Job Title:  Hosp Admin. /or \_\_\_\_\_  EMS Director /or \_\_\_\_\_

Signature: \_\_\_\_\_

DESIGNATED REPRESENTATIVE: (please print legibly)

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

ALTERNATE REPRESENTATIVE: (please print legibly)

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

\*\*\* Please fax to the Emergency Systems at (405) 271-4240\*\*\* Update Annually\*\*\*

Office Use Only:	
___ Distribution List	___ Attendance Roster
___ Sign in Form	___ Vote Call Form
(If new facility/agency – update rotation – trauma plans)	