



Oklahoma City Area (8) Regional Trauma Advisory Board

Microsoft Teams

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July 14th, 2020 – 1:00 pm

AGENDA

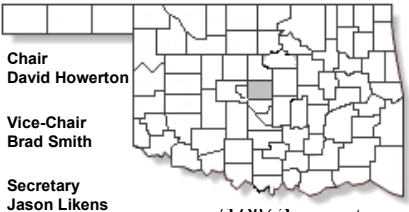
The following Board Members are participating remotely using the Zoom teleconferencing platform:

- | | |
|---|---|
| AllianceHealth Midwest | Community Hospital |
| Emergency Physicians of Midwest City, LLC | EMSA – West Division |
| INTEGRIS Baptist Medical Center, Inc. | INTEGRIS Health Edmond, Inc. |
| INTEGRIS Southwest Medical Center | Medical Control Board |
| Mercy Hospital Oklahoma City, Inc. | Midwest Regional EMS |
| Oklahoma Heart Hospital, LLC | Oklahoma Spine Hospital |
| OU Medicine | Samaritan EMS – Tinker AFB |
| Samaritan EMS (Bethany/Warr Acres) | SSM Health St. Anthony Hospital – Oklahoma City |
| SSM Health St. Anthony Hospital – Oklahoma City EMS | The Children’s Center |

The following General Members are participating remotely using the Zoom teleconferencing platform:

- | | |
|---|--|
| Cedar Ridge | CuraHealth Oklahoma City |
| Edmond – AMG Specialty Hospital | EMS for Children |
| Inspire Specialty Hospital | INTEGRIS Baptist Physicians Group |
| INTEGRIS Community Hospital – Council Crossing | Lakeside Women’s Hospital |
| McBride Orthopedic Hospital | Mercy ER Physicians |
| Mercy Rehabilitation Hospital Oklahoma City | Northwest Surgical Hospital |
| Oakwood Springs, LLC | Oklahoma Center for Orthopedic and Multi-specialty Surgery |
| OKC – AMG Specialty Hospital | Oklahoma ER & Hospital |
| Oklahoma Heart Hospital South, LLC | OneCore Health |
| Select Specialty Hospital – Oklahoma City, Inc. | Summit Medical Center |
| Surgical Hospital of Oklahoma | Team Health Physicians Southwest |
| Valir Rehabilitation Hospital of OKC, LLC | |

- I. Call to Order**
- II. Welcome and Introductions**
- III. Roll Call**
- IV. Approval of Minutes – January 14th, 2020**
- 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



Chair
David Howerton

Vice-Chair
Brad Smith

Secretary
Jason Likens

Oklahoma City Area (8) Regional Trauma Advisory Board

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July 14th, 2020 – 1:00 pm

AGENDA

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
 - F. Hospital administrator
 - c. The members of the committee shall elect a Committee Chair.
 - d. The Chair shall serve three-year terms.
 - 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.
 - 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. Appointment of a Chair and members to the work group created January 14th, 2020 to draft and implement the approved goals of reducing the number of Priority 1 patients delivered by ambulance by 3% and the initial hospital length of stay for patients with Injury Severity Score of 16 or greater by 3%.
- C. 2021Board Meeting dates, times and venues – Discussion and solicitations for host venues
 - a. January 12th, 2021 at 1:00 pm –
 - b. April 13th, 2021 at 1:00 pm –
 - c. July 13th, 2021 at 1:00 pm –
 - d. October 12th, 2021 at 1:00 pm –
- D. 2021 Committee membership – Discussion
 - a. Regional Planning Committee
 - b. Quality Improvement Committee



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July 14th, 2020 – 1:00 pm

AGENDA

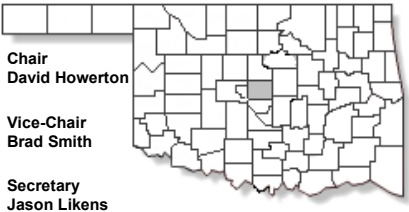
VII. New Business

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

VIII. Next Meetings

- A. Combined Region 6 & 8 Quality Improvement Committee
October 13th, 2020 – 10:30 am
- B. Region 8 Regional Trauma Advisory Board
October 13th, 2020 – 1:00 pm
- C. Regional Planning Committee– As Called OTERAC Systems Improvement and Development Workgroup
As Called
- D. Oklahoma Trauma and Emergency Response Advisory Council
As called
- E. OTERAC Education and Training Subcommittee
As called
- F. OTERAC Regulations Workgroup
As called

IX. Adjournment



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

MINUTES

The meeting notice was filed with the Oklahoma Secretary of State on October 9th, 2019 at 9:24 am. The meeting notice/agenda was physically posted at the Oklahoma State Department of Health Central Office, 1000 Northeast 10th Street, Oklahoma City, OK 73117 and the Oklahoma State Department of Health website for the Region 8 RTAB on Friday, January 10th. Meeting notice was also placed at the INTEGRIS Southwest Medical Center Cancer Center Conference Room, 4401 South Western Avenue, Oklahoma City, OK 73109.

I. Call to Order

The meeting was called to order by Chair David Howerton at 1:02 pm.

II. Welcome and Introductions

There were no introductions.

III. Roll Call

Roll call was taken with the following Board Members present: AllianceHealth Midwest; The Children’s Center; Community Hospital; Emergency Physicians of Midwest City, LLC; EMSA –West Division; INTEGRIS Health Edmond, Inc.; INTEGRIS Southwest Medical Center; Medical Control Board; Mercy Hospital Oklahoma City, Inc.; Midwest Regional EMS; Oklahoma Heart Hospital, LLC; Oklahoma Spine Hospital; OU Medicine; Samaritan EMS – Tinker AFB; Samaritan EMS (Bethany/Warr Acres); SSM Health St. Anthony Hospital – Oklahoma City; and SSM Health St. Anthony Hospital – Oklahoma City EMS. Board Members not present were INTEGRIS Baptist Medical Center, Inc. and Oklahoma Critical Care Transport.

See attached attendance report for complete details regarding General Members.

IV. Approval of Minutes – October 8th, 2019

A motion to approve the minutes was made by Michelle Faulkner and seconded by Larry Terry. There was no discussion, and the motion passed 17-0.

V. Reports/Updates

A. Emergency Systems quarterly activity report

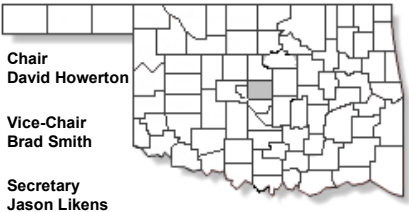
Daniel Whipple provided the Emergency Systems report and began with staffing updates. We are in the process of hiring an EMS Administrator for the Trauma Division, and the EMResource Administrator position has been posted this week. Dr. Julie Myers is no longer with the Department, and Dr. LaTrina Frazier is the interim Medical Facilities Service Director. Veronica Palacio-Reed is our newest Administrative Assistant, and Atul Abraham is a Masters of Health Administration student who is starting with us as an intern.

Trainings for the Oklahoma EMS Information System (OKEMSIS) are scheduled with a session in Lawton on January 30th, Sapulpa on March 19th, and Oklahoma City on May 28th. Please contact Mr. Martin Lansdale if you would like to attend.

Trauma Registry trainings are being scheduled but have not been announced yet. Please contact Dr. Yang Wan for any questions regarding the Trauma Registry or to schedule training.

Trauma Care Assistance Revolving Fund deadlines have been announced with the hospital application deadline being June 1st and ambulance service and physician applications are due June 15th.

OSDH is hosting an EMS Director class on March 31st. The course is designed to introduce new or aspiring EMS service directors or for those who would like to review the latest information we can share with you to make your jobs easier. Oklahoma Trauma Education Program (OTEP) trainings are being scheduled around the state. OTEP classes will be provided in Region 2 on March 24th, Region 5

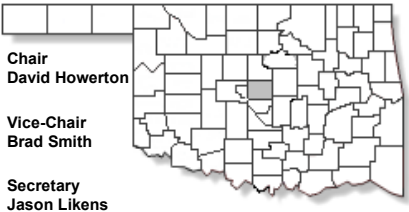


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on June 23rd, Region 3 on September 22nd, and Region 1 on December 8th. Please reach out to our office if you are interested in attending one of these classes.

- B. Oklahoma Trauma and Emergency Response Advisory Council report from previous meeting
Mr. Eddie Sims, OTERAC Chair, stated that the October 2019 meeting was busy. The Council reviewed draft rules pertaining to ambulance services and approved them for public comment. Progress has been made regarding the Good Samaritan Law updates and rules to implement those amendments are forthcoming. New committees and work groups such as the Education and Training Subcommittee, Protocol Subcommittee, and Medical Direction and Coordination Subcommittee have recently had meetings.
- C. Quality Improvement Committee quarterly activity report
Mr. Sims also spoke about the Quality Improvement Committee meeting held this morning. He stated that the committee reviewed ten new cases today and reviewed and closed nine previous cases. He stated that today's case reviews included multiple instances where the on-call hospital did not provide the necessary services for that day. Another issue that occurred multiple times was that of on-call providers not properly assessing a patient before making a decision to transfer. This is concerning as the Committee sent a letter to hospitals regarding the need for on-call providers to provide an assessment before making a decision to transfer the patient. The Committee also reviewed data regarding ambulance services and hospitals for high-acuity patients. Lastly, the Committee discussed the addition of new members from both Region 6 and Region 8.
- D. Trauma Rotation Committee report from previous meeting
Dr. David Smith, Trauma Rotation Committee Chair, spoke about the recent events of the Committee with the last meeting of the Committee being December 3rd. In December, the Committee reviewed data from EMSA regarding trauma patient priorities, destination, and reason for choosing destination; approved draft bylaw language to be sent to the RTAB for approval; approved the on-call rotation schedules which removed INTEGRIS Southwest Medical Center as a destination for neurological and face patients but retained them for hand injuries. Lastly, the Committee approved a letter to be sent to Governor Stitt, OSDH Commissioner Cox, and OTERAC Chair Sims regarding the absence of the Trauma Referral Center (TReC). There was much discussion regarding the letter and TReC in general. Members of the Board agreed that data needs to be collected during the interruption in TReC services to ascertain if TReC truly serves a vital role in the trauma system. Mr. Howerton provided a brief overview of the state contractor bidding process and explained that details about the TReC contract cannot be provided at this time without causing the bid to be nullified and start from the beginning. Dr. Smith emphasized the need for EMResource to be updated routinely with hospital capability so that we can best serve our patients' needs. The Board requested to review the letter sent by the Committee, and Mr. Whipple stated that he would provide a copy. Mr. Sims stated that the letter will be reviewed at the next OTERAC meeting in February.
- E. Regional Planning Committee report from previous meeting
Mr. Brad Smith stated that the last meeting was held in August, and the Committee discussed burn resources in Region 8. Unfortunately, no progress was made on developing a plan to address the past issues involving burn patients. Mr. Smith stated that an RPC meeting will be held next quarter.
- F. Regional Medical Response System quarterly activity report
Ms. Heather Yazdanipour stated that the National Healthcare Coalition conference was recently held, and that the Assistant Secretary for Preparedness and Response work plans will remain on track as expected. A writing group was created for the pediatric surge plan annex and met last week; however, the group still needs volunteers to help draft the plan. Please forward the names of any individuals who would be willing to help to Ms. Yazdanipour soon as the draft is due June 30th. The Regional EMS



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System (REMSS) will meet this Friday at Norman Regional Hospital. Ms. Yazdanipour emphasized the need for hospitals and ambulance services to maintain accurate information on EMResource. This is necessary not only for day-to-day operations but in large events as well. Maintaining accurate information on EMResource and responding appropriately to drills speeds communication between entities to ensure our patients are managed properly. She requested that facilities ensure the right individuals are receiving and responding to information requests to meet those needs.

- G. EMS for Children quarterly activity report
Ms. Delores Welch informed the Board that the National Data Support Center in Utah distributed a survey to EMS agencies. The survey should take about 5-10 minutes and looks to gain insight into how pediatric patients are managed. Last year’s trainings for Pediatric Advanced Life Support (PALS) and Pediatric Emergency Assessment, Recognition, and Stabilization (PEARS) course have been extended through the end of August; Ms. Welch hopes to announce new training dates soon.

- H. OU Medical Center Community Outreach quarterly activity report
Ms. Lindsey Henson stated that due to the recent re-verification of OU Medicine by the American College of Surgeons, training class offerings were slowed. However, almost 4,000 individuals have been training in Stop the Bleed to date, and OU Medicine will be providing four Rural Trauma Team Development Courses (RTTDC) this year.

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.



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- h. Notice and conduct of committee meetings shall be in accordance with the Oklahoma Open Meetings Act.
- i. The Chair of the Board, the Chair of the committee, or a majority of the committee members may call meetings of the committee.

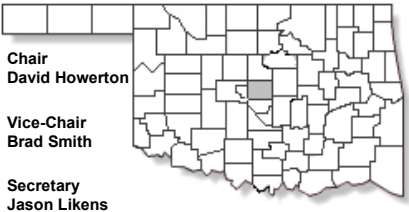
Mr. Howerton stated that the Trauma Rotation Committee has provided draft bylaws for the Board’s review and approval. During the review of the proposed bylaws, a question was posed about the absence of hospital administrators on the Committee. Dr. Smith explained that a hospital administrator could join the Committee under the verbiage “not limited to” under the proposed member makeup. He stated that the goal of listing the five provider types was to protect the health of the population by looking solely at the clinical aspect of the rotation. Dr. Nalagan commented that the rotation can only go so far by having clinical roles present and that hospital administrators are needed on the Committee as they control the finances which allow the clinical capabilities to exist. Mr. Howerton commented that the rotation is not currently functioning as it is designed and needs improving. He further stated that when the Committee began, a hospital administrator was a voting member but that position has vanished over time for unknown reasons. Mr. Benard also commented that when issues arise such as specialty coverage, it is the hospital administrators and not the physicians that have the authority to effect change. Mr. Brad Smith recommended that the Chair should serve three-year terms as the Board implemented with the RTAB Chair.

A motion to table the proposed bylaws until the Trauma Rotation Committee can consider the RTAB comments was made by George Benard and seconded by Maxine Council. There was no further discussion, and the motion passed 17-0.

- B. Vote to approve requests to join Quality Improvement Committee by:
 - 1. Julie Evans (INTEGRIS Health Edmond)
 - 2. Bryan Jones (EMSA)
 Mr. Howerton explained that Ms. Evans and Mr. Jones previously requested to join the Quality Improvement Committee, and today was the vote to accept them. A motion to accept both individuals as members of the committee was made by George Benard and seconded by David Gooshaw. There was no further discussion, and the motion passed 17-0.
- C. Vote to fill Quality Improvement Committee vacancy caused by the resignation of Ginger Castleberry
 Mr. Howerton explained that Ginger Castleberry resigned from the Quality Improvement Committee, and that Dr. David Smith was the only individual that expressed interest to fill the vacancy. A motion was made by David Gooshaw to replace Ms. Castleberry’s position with Dr. Smith. The motion was seconded by Michelle Faulkner, there was no further discussion, and the motion passed 17-0.
- D. Vote to approve 2021 trauma system goals and creation of work group to plan for and implement goals
 A motion to create a work group to create a plan addressing decreasing the number of Priority 1 patients transported to a Level III or IV Trauma Center by 3% and decreasing the length of stay at the initial facility for transferred patients with ISS ≥ 16 by 3% was made by Michelle Faulkner and seconded by George Benard. There was no discussion, and the motion passed 17-0.

VII. Presentation

- A. Process Improvement – Oklahoma State Department of Health
 Daniel Whipple spoke of process improvement steps based upon Lean Processing and Six Sigma methodologies. He began by reviewing the OSDH Emergency Systems mission statement of getting the right patient to right place getting the right treatment in the right amount of time. The main goals of Lean processing are to eliminate or reduce waste by improving process flow. This accomplished by



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using five principles that include: defining the expectation from the customer’s perspective and removing process steps that detract from achieving that expectation; identifying all steps in the process and removing areas that incorporate waste; making the process meet the customer’s needs; empowering employees; and creating a culture of continuous improvement. Six Sigma utilizes a mnemonic to assist with process changes: DMAIC. First, an issue must be defined; then the current state is measured; opportunities for improvement are analyzed; the process is improved by implementing those opportunities; and quality control process are used to ensure its success. Mr. Whipple then reviewed 2018 data pertaining to the number of Priority 1 patients that EMS delivered to Level III and IV Trauma Centers and the number of patients with Injury Severity Scores (ISS) of ≥ 16 that were transferred within Region 8. Unfortunately, Region 8 accounts for almost 20% of all transfers of patients with $ISS \geq 16$ within Oklahoma and has the highest average length of stay at the initial facility of any region in the state. Mr. Whipple expressed his desire for the region to use the tools discussed today to decrease the number of P-1 patients transported to Level III and IV Trauma Centers and to decrease the length of stay for transferred $ISS \geq 16$ patients by 3% by the end of 2021. He emphasized that this goal is attainable and will help set the stage to make larger changes in those numbers in the future.

VIII. New Business

(for matters not reasonably anticipated 48 hours prior to the meeting)
 There was no new business.

IX. Next Meeting

- A. OTERAC Systems Improvement and Development Workgroup
 Oklahoma State Department of Health
 1000 Northeast 10th Street
 Oklahoma City, OK 73117
 January 16th, 2020 – 10:00 am
- B. Oklahoma Trauma and Emergency Response Advisory Council
 Oklahoma State Department of Health
 1000 Northeast 10th Street
 Oklahoma City, OK 73117
 February 12th, 2020 – 1:00 pm
- C. OTERAC Education and Training Subcommittee
 Oklahoma State Department of Health
 1000 Northeast 10th Street
 Oklahoma City, OK 73117
 February 20th, 2020 – 9:00 am
- D. OTERAC Regulations Workgroup
 Oklahoma State Department of Health
 1000 Northeast 10th Street
 Oklahoma City, OK 73117
 March 10th, 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 14th, 2020 – 10:30 am
- F. Region 8 Regional Trauma Advisory Board
 Mercy I-35
 2017 West I-35 Frontage Road



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January 14th, 2020 – 1:00 pm

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Edmond, OK 73013
April 14th, 2020 – 1:00 pm
G. Regional Planning Committee– As Called

X. Adjournment

A motion to adjourn was made by David Gooshaw and seconded by Jason Likens. The meeting adjourned at 2:50 pm.

Approved

David Howerton, Chair
Oklahoma City Area (8) Regional Trauma Advisory Board
July 14th, 2020

BOARD MEMBER	REPRESENTATIVE	1Q	2Q	3Q	4Q	YTD
ALLIANCEHEALTH MIDWEST	Meghan Ayotte	X				100
COMMUNITY HOSPITAL	Brad Smith Terra Collie	X				100
EMERGENCY PHYSICIANS OF MIDWEST CITY, LLC	Michael Kalcich Michael Padgham	X				100
EMSA - WEST DIVISION	David Gooshaw Zack Sinsheimer	X				100
INTEGRIS BAPTIST MEDICAL CENTER, INC.	Janice Statzer Marla Lincecum	A				0
INTEGRIS HEALTH EDMOND, INC.	Angie Heigle Angie Kamermayer	X				100
INTEGRIS SOUTHWEST MEDICAL CENTER	Jacob Lovell Sonia Reeves	X				100
MEDICAL CONTROL BOARD	David Howerton Jeff Reames	X				100
MERCY HOSPITAL OKLAHOMA CITY, INC.	Holli Howard RN Jennifer Bramlett	X				100
MIDWEST REGIONAL EMS	Maxine Council	X				100
OKLAHOMA CRITICAL CARE TRANSPORT	Brennan Williams Penny Kinter	A				0
OKLAHOMA HEART HOSPITAL, LLC	Sarah Hering Devin Hamilton	X				100
OKLAHOMA SPINE HOSPITAL	Sharon Copeland Peter Lewis	X				100
OU MEDICINE	Lindsey Henson Lindsey Lindsay	X				100
SAMARITAN EMS - TINKER AFB	Jason Likens Chris Prutzman	X				100
SAMARITAN EMS (BETHANY/WARR ACRES)	Jason Likens Chris Prutzman	X				100
SSM HEALTH ST. ANTHONY HOSPITAL - OKLAHOMA CITY	George Benard Michelle Faulkner	X				100
SSM HEALTH ST. ANTHONY HOSPITAL - OKLAHOMA CITY EMS		X				100
THE CHILDREN'S CENTER, INC.	Amy Clevenger	X				100
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REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

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

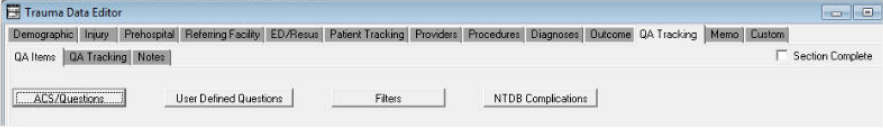
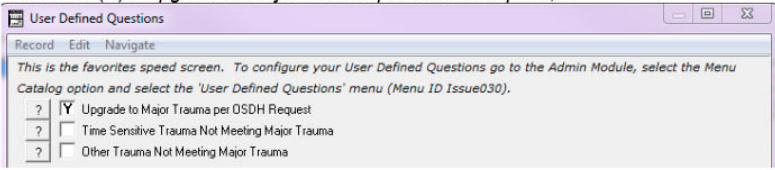
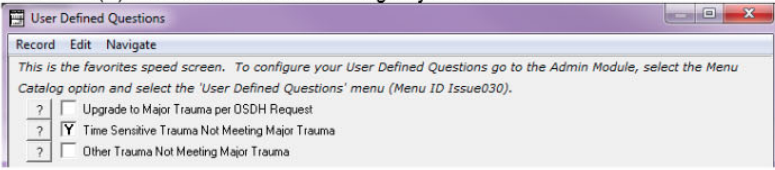
8

REGIONAL TRAUMA ADVISORY BOARD

GENERAL MEMBER ATTENDANCE

TEAM HEALTH PHYSICIANS SOUTHWEST	John Seagraves	A				0
VALIR REHABILITATION HOSPITAL OF OKC, LLC	Ginger Castleberry	A				0
	Susan Huffstutler					

TRAUMA FUND UPDATE (Updated 06 16 2020)

Subject	Updates on current issues						
<p>Distributions</p>	<p>2020 April (Claims July 1, 2018 to December 31, 2018J)</p> <p>Monthly Fund disbursement: Beginning April 2020 through September 2020</p> <table border="1" data-bbox="578 310 1445 420"> <tr> <td>Installment 1: May 2020</td> <td>Installment 4:</td> </tr> <tr> <td>Installment 2: May 2020</td> <td>Installment 5:</td> </tr> <tr> <td>Installment 3: June 2020</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 http://www.ok.gov/health/Protective_Health/Emergency_Systems/Trauma_Division/Trauma_Care_Assistance_Revolving_Fund/Reports/index.html</p> <p>2020 October (Claims January 1, 2019 to June 30, 2019)</p> <p>The application period for Hospitals closed on June 1, 2020, with EMS & Physicians closing on June 15, 2020. Completed applications must be delivered or submitted by mail, and must be received by 5:00 pm on the respective deadline date.</p>	Installment 1: May 2020	Installment 4:	Installment 2: May 2020	Installment 5:	Installment 3: June 2020	Installment 6:
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Installment 2: May 2020	Installment 5:						
Installment 3: June 2020	Installment 6:						
<p>2021 April (Claims July 1, 2019 to December 31, 2019)</p>	<p>Trauma Fund Application Webinars are scheduled on the following dates: October 14,-Hospitals; October 21, EMS Providers; October 28, Physicians Groups. The application period for Hospitals closes on Monday, November 30, 2020 @ 5:00 pm; EMS & Physician Groups close on Tuesday December 15, 2020 at 5:00 pm. The two sets of deadlines to submit your completed application package for Trauma Fund reimbursement are on the same dates every year; weekend or holiday deadline dates are moved to the following Monday/business day at 5:00 pm.</p>						
<p>1. OSDH Points of Contact</p>	<ul style="list-style-type: none"> • TRAUMA FUND = Marva Williamson, Trauma Fund Coordinator, marvaw@health.ok.gov; Linda Dockery, lindald@health.ok.gov • TRAUMA REGISTRY = Yang Wan, Ph.D., YangW@health.ok.gov; esystems@health.ok.gov • OKEMESIS (EMS Database) = Xana Howard, xanah@health.ok.gov 						
<p>2. TIME SENSITIVE CASES REPORTING in Trauma Registry (CollectorV5)</p>	<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"> 1) QA Tracking/User Defined Questions  2) Check Yes(Y) if <i>Upgrade to Major Trauma per OSDH Request</i>; or  3) Check Yes(Y) if <i>Time Sensitive Not Meeting Major Trauma</i>  						
<p>3. EFT PAYMENTS</p>	<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 esystems@health.ok.gov . 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 esystems@health.ok.gov.</p>						

OKLAHOMA CITY AREA REGIONAL TRAUMA ADVISORY BOARD BYLAWS

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
 - F. Hospital administrator
- c. The members of the committee shall elect a Committee Chair.
- d. The Chair shall serve three-year terms.
- 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.
- i. The Chair of the Board, the Chair of the committee, or a majority of the committee members may call meetings of the committee.

Section 3. Standing Committees shall be established by a majority vote of the Board

- a. Standing committees may include but are not limited to: Hospital Care Committee, Pre-Hospital Care Committee, Injury Prevention Committee, EMS/Hospital Disaster Committee, Trauma Coordinator Committee, Trauma Registry Committee, Finance, Professional Education, Membership, Bylaws, Public Relations, and Research.
- b. At least one Board Member shall serve on each standing committee.
- c. The Board may recommend the remaining membership on these committees.

Approved by RTAB – July 10th, 2018
Approved by RPC – May 23rd, 2018

Region 8 Regional Planning Committee

Members

Brad Smith, Chair	David Howerton
Larry Terry	Lindsey Henson
Renae Kirkhart	Chris Prutzman

Region 8 Quality Improvement Committee

Members

Dr. Roxie Albrecht	Julie Evans
David Gooshaw	Lindsey Henson
Holli Howard	David Howerton
Bryan Jones	Lindsey Lindsay
Dr. John Nalagan	Chris Prutzman
Brad Smith	Dr. David Smith



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.

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

Patient information for review	
<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>	

Reason for requesting review: <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 10TH STREET, OKLAHOMA CITY, OK 73117-1299
 Phone: (405) 271-4027 Fax (405) 271-1045
 Email: 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)	