

**Patient Management Functional Group
John Gallagher, MD - Chair**

March 19, 2008

Meeting Minutes DRAFT

Voting Members in Attendance: Amanda Chambers; Jill Ellett; John Ford; John Gallagher, MD; Rebecca Haro; Kepra Jack, RN; Debbie Johnston; Mary Kopp, RN; Robert Londeree, MD; Terry Mason, RN; Charlann Staab, RN; Faith Whipple, RN; Linda Worthy; and Laurie Wood, RN.

Guest Members in Attendance: Ed Armijo; Mike Baros; Sheila Bryant; Amanda Chambers, RN; Vicki Conditt; Paula Davis; and Mary White.

- I. **Call to Order@1105 am by Dr. Gallagher**
- II. **Introductions - Paula Davis**
- III. **Approval of Previous Meeting Minutes – *unanimous approval as presented.***
- IV. **Task Force Updates**
 - A. **Transfer of Care (formerly known as Diversion) - *Mary Kopp, RN, John Ford, and Paul Nies***
 1. **Sector Updates - Mary Kopp reported that the last Transfer of Care Task Force meeting was well-attended. ROAM IT was discussed. Chandler Regional Hospital will be pilot study. A concern was discussed about ROAM IT not having a print client available. ROAM IT needs to take ownership and work with hospitals to “iron” out issues. Next meeting scheduled for April 18, 9:00 am at Arizona Hospital and Healthcare Association – however, this date may change due to conflict with EMS Council meeting.**
 2. **SE Sector Pilot Project – no report.**
 3. **Administrative Oversight: Dr. Gemar reported that the committee met on February 26. The next meeting will be held April 1st, 9:00 am, at Mesa Fire Department (North 40 Center in Mesa). Dr. Gemar reported that the committee continues to track offload and transfer of care times. Additionally, the committee held a debriefing of the Table Top exercise. There are complaints from other hospitals about staying on diversion too long. Mary Kopp discussed the rotation guidelines that each sector maintains – if there are specific concerns, they should be addressed with the Sector Chair. Dr. Gallagher expressed concern about Alarm Room calling hospitals to put on rotation but hospitals do not answer phone. Laurie Wood and Mary Kopp explained that it is in the guidelines for alarm room to have ability to place hospitals on rotation. It is important to review guidelines in Sector to cover new people.**
 - B. **Categorization - *Robert Londeree, MD*** Dr. Londeree reported that Peggy Baker created the categorization materials using the Survey Monkey website so that they may be completed electronically. Once Board approves, we will be sending this out soon.
 - C. **Operation Stroke / Primary Stroke Centers Update** Dr. Londeree reported that JCL-NM has submitted 6 TPC cases to the Consortium – once formalized they will be a fully designated Stroke Center. Dr. Londeree reported that Banner Baywood has had some challenges – they are receiving a lot more patients than initially expected.
 - D. **Pediatric – *David Bank, MD*** Dr. Bank was not in attendance but he was sent an email with recommended RED Book pediatric-related changes.

- E. Maricopa County Hospital Disaster Preparedness Council Update - *Joe Gibson Nothing to report*
- F. RED Book – Alyson Welch – The RED Book update process is going very well. Dr. Londeree has reviewed “sectioning off” (ie peds goes to peds; poison goes to tox). There are some minor changes. Zofron (sp?) was added for nausea.

- V. Trauma – Vicki Conditt reported that Bill 1149 to expand composition of STAB and the rural education trauma appropriation has been stripped due to State budget. STAB meets April 17.
- VI. Committee Updates
 - A. EMS Council - *John Gallagher, MD- EMS Council meets April 18*
 - B STAB - *Roy Ryals- STAB meets April 17*
 - C. PACES – Tomi St. Mar- reported last meeting was Monday. 2006 child fatality data

- VII. Old Business- none

- VIII. New Business- none

- IX. Call to Public- none

- X. Adjournment@11:55 pm

**Next Functional Group Meeting: May 16, 2008
@ 2495 South Industrial Boulevard ♦ Tempe, AZ**

**Next Board of Governors Meeting: April 16, 2008
@ Southwest Ambulance ♦ 708 West Baseline Road ♦ Mesa, AZ**

**8th Annual EMS Odyssey Conference
May 29 – 30, 2008
Mesa Marriott Hotel**