

**State of Wisconsin
Emergency Medical Services Advisory Board
Emergency Medical Services Data Management and Systems Quality Meeting Minutes
December 1, 2015**

Members in attendance: List with EMS Office.

Others attending: List with EMS Office.

Call to Order: Meeting called to Carrie Meier order by at 9:00 am.

Introductions: Everyone in attendance introduced him or herself.

Chair Report:

Approval of Minutes: Minutes from October meeting were approved.

#	ITEM	DISCUSSION	DISPOSITION
1	WARDS Compliance Report – Chuck Happel	Chuck Happel distributed information from compliance reports to committee members for informational purposes. Discussed the compliance report document and findings as a group. EMS Office will be sending certified letters to services not in compliance.	Chuck Happel to send future compliance reports to the committee a few days in advance of future meetings. Chuck Happel will report on responses from certified letters at the April meeting.
2	Update on changing monthly reports to 1 week post 1 st – Chuck Happel	ImageTrend is looking at the development of the possibility of generating monthly reports for the previous month one week after the 1 st for a more accurate picture of monthly data.	Carrie Meier to speak to her service’s ImageTrend representative to follow-up on ticket for EMS Office for the monthly report request.
3	Imagetrend Elite – Chuck Happel	Data Element Approval - Committee held conference call in November to discuss the ICD-10 code definitions from Virginia document. Updates and questions from Dr. Martens were sent to the committee to discuss.	Chuck Happel to update list and send out for tomorrow’s Board meeting. Chuck will also check on the specific code links for Dr. Martens’ questions.

		<ul style="list-style-type: none"> - Decision made to add Hemorrhagic Shock to the list presented and include Dr. Martens' suggestions. - Request to remove the word "abuse" from ICD-10 codes from substance use codes. Suggested revision for common language (ex.) "Substance Use – Alcohol." <p>Timelines</p> <ul style="list-style-type: none"> - EMS Office will be able to accept Version 3.4 as well as Version 3.3.4 data by Dec. 31, 2016. - Real data has not been entered into Elite at this time. Expect some calls to start being entered before Jan. 1, 2016 by pilot services. - Services that are ready to switch to Elite will be able to by March or April 2016. 	<p>Motion made by Chris Walters to present the Provider Impression List to the board for approval, seconded by Dr. Steven Zils. Approved.</p> <p>Chuck Happel to evaluate if switching all WI services to Elite by Jan. 1, 2017 is a realistic timeline by April meeting.</p> <p>Carrie Meier to send EMS website link to committee members regarding Elite.</p>
4	Stroke Data to 3 rd Party Vendors – Chuck Happel	Sent information to Dave Fladten from the Coverdell group for review.	Write and send stroke data memo to services by December 31, 2016 after approved through DHS EIA process.
5	Data Request – Ashley Bergeron	<p>Ashley Bergeron provided the committee a document with data on Narcan Administration by Month by EMT Basics and First Responders for two years for discussion.</p> <p>EMS Office is considering holding monthly adobe connect webinars on different topics on data submission.</p> <p>Committee suggests that the priority of developing a Data Manager position at the EMS office is "near the top."</p> <p>Suggestion to consider using Link for hosting webinars instead of Adobe Connect.</p>	<p>Committee requests data on the number of services that use 12-leads at EMT-Basic level for April meeting.</p> <p>Carrie Meier will bring up data quality discussion at February Board Strategic Planning Meeting.</p> <p>Ashley Bergeron to share data information in the future that is provided to the EMSC Committee using WARDS data.</p>
6	Legal Position on WARDS Data – James Newlun	<p>Jennifer Ullsvik is searching for a memo that was released around 2008 regarding the Department's stance on the ownership of WARDS data.</p> <p>Current practice for the EMS Office is to refer data requests for specific services to the service directly.</p>	EMS Office will inform the committee on the details of the memo.

New Business:

Correspondence: None

Agenda for Next Meeting: Follow-up on WARDS compliance report

Next meeting date: In-person meeting: April 5, 2015.

Adjournment: Motion to adjourn by Robin Schultz, 2nd by Craig Nelson, carried. Adjourned at 10:08 am

Respectfully submitted,

Christy Thatcher