

SMRTAC TPM Sub-Committee Minutes
 January 26, 2016 0730
 866-365-4406 Access 385-4745

x	Arnold, Cheryl		Havemeier, Judy	x	Shaft, Joy
	Bjork, Margo		Hoops, Emily		Snow, Katie
x	Crabtree, Robben		Horsman, Deb		Swenson, Carla
	Dahl, Ronda	x	Immermann, Carol		Williams, Pam
	Elsbernd, Terri		Foster, Libby		Wobbe, Cindy
	Finstad, Kathy		McLaughlin, Jen	x	Lager, Carrie
x	Flor, Maria		Niebuhr, Brad		Weiss, Naomi
x	Garber, Peggy Sue	x	Norris, Gail		
	Gisslen, Jane		Schmiesing, Karee		
	Hager, Theresa		Schrader, Angie		

Agenda Items:

- **Update TPM and trauma coordinator list**
 - Welcome to Carri, Naomi, and Libby
- **PI Forum in March**
 - March 24th, at South Central College
 - See SMRTAC website for additional information
 - This is a repeat of Session 1, but there is always something to learn when it comes to PI
 - Encourage new trauma medical directors to attend with you!
- **How long do we keep PI records?**
 - Electronic documentation can be kept easily without taking up your storage space
 - Carol recommended keeping your paper copies through your reporting period (3 years)
- **Process for updating TPM orientation manual, should regional PI be included?**
 - A question for Deb
- **Who monitors PMG for review?**
 - Reviewed every 3 years? Deb to clarify
- **Standardization of the trauma flow sheet**
 - Carol is seeing a trend with hospital systems standardizing
 - Suggested we include SMRTAC data fields (once established) to all of our trauma flow sheets
- **ICD 10, how is it going?**
 - Some hospitals have central coders so they are using those codes
 - SW region had an education session of learning how to use the ICD 10 book, if you want more information on this, please contact Jessica Severin at Severin.jessica@mayo.edu
- **Driving Simulator**
 - Request forms are located on the SMRTAC website, some have tried it and found a few glitches that will need to be worked

- Request for SMRTAC simulator at the Farm and Home Expo in Jackson on Saturday March 19th. Anyone available to do this event, please contact Peggy Sue by med February.
- **SMRATC Newsletter**
 - First issue has been released.
 - Positive feedback received
- **Next Meeting**
 - Feb. 23rd at 0730 via telephone conference