



Dear SECRETAC Member

Jan. 15, 2011

The Southeastern Colorado Regional Emergency Trauma Advisory Council, Inc. (SECRETAC) has successfully requested and received funding for a Regional Medical Director/Continuous Quality Improvement (RMD/CQI) Program. The Council has reviewed and selected my proposal and as of January 1, 2011 I am the SECRETAC RMD/CQI Program Director. I have acquired the assistance of Mr. Brandon Chambers to be my CQI Coordinator. I am excited to have been accepted for this position and hope to serve you well.

My duties will include:

- 1) I will continue to serve as medical director for those agencies that I have been medical director for.
- 2) I will serve as medical director for those agencies that would like to have me as their medical director. This is completely voluntary. This decision should be made between the agency and their current medical director. There is no additional cost to the agency for this service (It is currently built into the RMD contract).
- 3) I will serve as a resource for the medical directors in SECRETAC.
- 4) There will be a yearly protocol review. This is typically done in April. It will be done in conjunction with SECRETAC. All stake holders will be invited to participate. This will form the SECRETAC Regional Protocols. These are to be used as a resource to SECRETAC. Individual agencies may adopt any or all of the protocols and modify them to meet the needs of their agency.
- 5) I have been appointed by the governor to be on the EMPAC (Emergency Medical Practice Advisory Council). I will represent the area at that council.
- 6) I am a member of the National Association of EMS Physicians (NAEMSP). I use this to help keep abreast of changes and developments in EMS.

I have hired Brandon Chambers to be the CQI person for the region. The initial phase will be setting up the program. I anticipate Brandon to visit each agency, check that data is being accurately entered into the state system, check to see what CQI is currently being performed, and obtaining input from each agency what CQI data would be important to them. We would use this information to assist agencies in their CQI processes. Email address: Brandon Chambers [bchambers@trinidadambulance.com]

As medical director for individual agencies I would be available to review medical direction for all EMS medical services, policies and procedures.

I'm sure you all understand that medical direction deals with care provided. The position does not imply any operations management. To perform my duties properly there are some things that I am going to request from the agencies that choose to avail themselves of this service:

- 1) I would like to be sent monthly or quarterly reports on the number of runs, number of refusals, code 3 returns and number of procedures done.
- 2) I need to be notified with-in 48 hours of any protocol violation or questionable care.
- 3) I need to be involved in the process for any complaints about medical care delivered (the agency is responsible for responding to these complaints and any discipline but I need to know what is going on and have input into the process).
- 4) I need to be sent high risk PCR's (Patient Care Reports) to review on a monthly or quarterly basis. These would include refusals, code 3 returns, and procedures done. These should be cc'd to Brandon also.
- 5) CME: CME opportunities will be offered to all SECRETAC agencies. I will attempt to personally visit all agencies that choose to have me as their medical director periodically. In conjunction with the CQI coordinator and SECRETAC Coordinator our goal is provide for regular CME opportunities. We would like to coordinate more regional meetings with a goal of using telecommunications systems where available.

Please contact me with-in the next 2 weeks (January 31, 2011) if you wish to contract for the medical director services. (Again, no funds are required from your agency for my services at this time. It is currently funded through the SECRETAC EMTS Grant.)

I would respectfully request the following from you and your agency should you choose to contract with me for my services on or before January 31, 2011.

1. Contact information: Name, type of agency (city-county, non-profit, etc.). Director's contact information, current EMS Medical Director, Location, service area, individual members, volunteers and current credentials of each. Brief historical, biographical description of service and philosophy of the governing agency. Current positive attributes, current challenges and key components you feel should be address in the near future.
2. Resources: number and type of ambulance's, respond vehicles, station(s).
3. Relationships within the region. Who do you work with, transport to and provide backup or mutual aid response.
4. EMS Data System, type, resources and challenges.

5. Current protocols and any if any waivers.
6. Other: Information and/or key concerns, issues and/or immediate challenges you choose to have me address in the short term.

(these may be sent electronically and should be cc'd to Mike Merrill and Brandon Chambers)

This program will hopefully developed, grow and become what you have envisioned. This program will also offer us the opportunity to collectively analyze and provide key strategic decisions to improve patient care in SECRETAC. We will have the opportunity to learn from our best-practices, re-analyze the "daily practices" and take in too consideration the pragmatic and practical solutions that present themselves during the evolution of the program.

Please feel free to contact me, or Brandon if you have any additional questions, concerns or need clarification. Also, Mr. Mike Merrill, SECRETAC Coordinator can help with any documentation or regional information.
mike@secretac.com

Reminder: Please send response by Jan. 31, 2011.

TO: Dr. Kevin Weber, 1008 Minnequa Ave, St. Mary-Corwin Med. Ctr.,
Pueblo, CO 81004 (719)671-2700 <kevinwebermd@yahoo.com>

Sincerely,



Kevin Weber, M.D.

cc:d

SECRETAC Executive Committee

SECRETAC CQI Committee

Mike Merrill mike@secretac.com

Brandon Chambers [bchambers@trinidadambulance.com]