

Regional Advisory Council (RAC) Trauma Committee Meeting Minutes

Date: June 10, 2025

Location: Baytown Community Center

Facilitator: Kathy Rodgers

1. Transfer Out Policies

- Discussed creating internal policies for “expedited” transfers
- Noted there is no state audit filter for transfers taking longer than 2 hours
- Example: Clarifying stable vs. unstable patient criteria for transfer
- UTMB League City shared they received a deficiency related to transfer-outs
- Kathy noted inconsistencies across facilities due to lack of state transfer-out rules
- Recommendation: Initiate a PI (Performance Improvement) process for tracking transfer-outs to identify delays

2. Trauma Committee Participation

- Members were encouraged to participate in the Texas Trauma Coordinator Forum (TTCF)
- Emphasis: Importance of attending TTCF meetings for networking and guidance
- Special Note: April Ganz recognized for her role in FIFA World Cup preparedness presentation at TTCF. Discussed wanting to bring that presentation to the RAC.

3. Education and Training

- Proposal to bring a SAIL (Stay Active and Independent for Life) to the RAC. Member volunteered to give a 5 min presentation on it at the next trauma meeting
- ABLS Classes: Sponsored by RAC-R – 60 paid spots. Email to go out this week
 - i. Scheduled: July 23 & 24 (Galveston)
 - ii. Facilities to manage registration and track ER staff participation
- State sponsored TOPIC classes available July 29 and August 12 (in-person or online).
 - i. TOPIC is mandatory for Trauma Medical Directors (TMD)
- Landing Zone Training
 - i. Required for all staff approaching helicopters (facilities must define who needs training)
 - ii. A formal process/policy must be established

4. Data Review

- Total OR cases: 140
- Orthopedic OR cases: 161
- Recommendation to better define “Total Admissions to OR”
 - i. Defined as the number of admitted patients (inpatient/observation) taken to the OR at any point in their hospital stay

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5. Mortality Reviews and Autopsies

- Discussion on handling deaths:
 - i. Should an autopsy be requested?
 - ii. Who initiated the process?
 - iii. Consider taking cases back to the committee for review after autopsy results

6. State and Regional Updates

- Level IV Trauma Rules: Public comment period has closed
- TETAF: Rural survey updates
- Pediatric Readiness: Annual survey required; drills must be conducted twice per year
- State Rules vs. ACS Rules: Align with stricter of the two
- Trauma Committee SOP/bylaws reviewed; updates will be voted on via email

7. Identification and Correction of Deficiencies

- Common deficiencies
 - i. Lack of variance identification
 - ii. Incomplete loop closure
 - iii. Missing nursing documentation
 - iv. Inadequate evidence of actions taken
 - v. TMD participation in PI (2nd review)
 - vi. Special audits on trauma deaths and complications
 - vii. Need for continuous PI

8. EMS & Disaster Preparedness

- EMS Wristbands & Timeouts: now mandatory
 - i. EMS wristbands should be used on every patient, and always during disasters
- Texas Wristbands: Clarification needed on current use; Acadian reportedly uses them during disasters

9. Required Courses

- TOPIC: Must be taken by the program manager every time it updates
- TETAF Data Management Course: Not required under 12.6 rules

10. Other Business

- Hospice: All hospice cases must be reviewed
- Clarification: a patient case can be closed, but not the system
 - i. PI Process must remain ongoing
- Diversion Plan: Must be submitted to the state by December 2025
- 80% of trauma surveys from 2024 are not on contingency plans