



Trauma Advisory Council

June 18, 2013

3:00 p.m.

Minutes

MEMBERS PRESENT

Dr. James Graham
Dr. Charles Mabry
Dr. Barry Pierce
Dr. Viviana Suarez
Dr. Nathaniel Smith
Dr. Clint Evans
Dr. Ronald Robertson
Dr. Michael Pollock
Dr. Mary Aitken
R. T. Fendley
Terry Collins
Jon Wilkerson
Freddie Riley
John Gray
Keith Moore
Tim Tackett
Kathryn Blackman
Jamey Wallace

MEMBERS ABSENT

Dr. Victor Williams
Dr. Janet Curry
Colonel Stan Witt (rep. by Sr.
Cpl. Karen E. Clark)
Christi Whatley
K. C. Jones
John E. Heard
Carrie Helm

GUESTS

Dr. Michael Sutherland
Dr. Lew McColgan
Don Adams
Terri Imus
Debbie Moore
Ron Woodard
Kim Hall
Carla Jackson
D'borai Cook
Stephanie Long
Gary Meadows
Amber Files
Jeff Tabor
Johnnie Schaumeffel
Kim Brown
Brooke Tunstall
Chloe Bradley
Linda Nelson
Rachel Bennett
Tim Vandiver
Valerie Warne
Sidney Ward
Carla McMillan
Donna Ward
Paula Lewis
Elizabeth Pitman
John Recicar
Gary Padget
Denise Carson
Reid Parnell
Donna Parnell-Beasley
Laura Guthrie

STAFF

Dr. Todd Maxson
Stephanie Williams
Reginald Rogers
Renee Joiner
Rick Hogan
Renee Mallory
Teresa Belew-Sproles
Diannia Hall-Clutts
Greg Brown
Melissa Foust
Austin Porter
Marie Lewis
Margaret Holaway
Karis Fleming
Sue Ellen Peglow
Bethany McLaughlin
Jim C. Brown

I. Call to Order – Dr. James Graham, Chairman

The Trauma Advisory Council (TAC) meeting was called to order on Tuesday, June 18, 2013, at 3:00 p.m. by Dr. James Graham, Chairman.

II. Welcome and Introductions

Dr. Graham welcomed all guests and members. He asked that TAC members and guests on the conference call who wish their attendance noted to send the appropriate e-mail.

III. Approval of Draft Minutes From May 21, 2013.

The TAC reviewed the May 21, 2013 minutes. A motion to approve the minutes was made by Dr. Ronald Robertson and seconded by Mr. R.T. Fendley. There was a question about the April Injury Prevention Subcommittee minutes. They are with the April TAC minutes on the ADH website and were sent via email to TAC members. The TAC minutes were approved.

IV. Trauma Office Report – Renee Joiner

Ms. Joiner reported that the Branch is focusing on getting FY 2013 invoices paid and closing out the associated grants, as well as getting FY 2014 grants in place. The last date to send invoices was last Friday, but we are accepting them through Wednesday, June 19, 2013.

She also reminded the TAC of the Americans with Disabilities Act (ADA) and requested that all subcommittee minutes, reports and attachments be submitted either as original software documents or as original pdf documents. Scanned pdf documents cannot be published to the ADH website because they do not comply with Federal and State law under ADA.

V. ADH Medical Consultant Report – Dr. Todd Maxson

- Dr. Maxson informed the TAC that he would be presenting the Scorecard report for Austin Porter and that he would combine his report with the Scorecard report today.

VI. Other Monthly Reports

Trauma Registry – Marie Lewis

- The updates to the web Registry were completed in May. Three days of training regarding the Registry were also held during May.

- Work continues with DI regarding ICD10 implementation. As we formalize plans to implement the changes and assess the impact of the changes we will provide more information to the TAC.
- The next submission deadline is August 30 for the second quarter (April, May and June) of 2013.

Arkansas Trauma Communications Center (ATCC) – Jeff Tabor

Mr. Tabor introduced Brooke Tunstall, new Data Analyst and a recent University of Central Arkansas graduate. Work continues on the hand trauma call process via teleconference.

Arkansas Trauma Education and Research Foundation (ATERF) - Dr. Michael Sutherland

ATERF classes continue and are scheduled through the first quarter of FY 2014. Dr. Sutherland asked interested parties to check the website at <http://www.aterf.org/> for updated information. Dr. Sutherland specifically mentioned the Arkansas Trauma Leadership Conference, which will be held August 23-24, 2013 at Big Cedar Lodge in Ridgedale, Missouri. This conference agenda has been designed for Trauma Medical Directors, Trauma Program Coordinators, and other key administrative staff. Registration will be through the ATERF website.

Trauma Image Repository (TIR) – Terri Imus

For the month of May we had 413 active, registered users. Volume over the last three weeks has reflected significant increases. In May, 774 images were transferred through the TIR system, of which 91% were assigned to Level I or Level II trauma centers. Dr. Maxson referenced a specific instance when he called TIR customer service and noted the service was exceptional.

Scorecard Report – Dr. Todd Maxson

Dr. Maxson discussed Austin Porter's report that was distributed at the meeting and sent to TAC members on the conference call via e-mail. He noted that Arkansas has significantly higher transfer rates of patients who go home the same day from the emergency department compared to the national standard. Arkansas' percentage is about three times the national average. Arkansas also has significantly higher transfer rates in general. Dr. Maxson noted these are opportunities for cost savings in our trauma system. Significant discussion followed the report.

Injury and Violence Prevention (IVP) – Teresa Belew

Ms. Belew informed the TAC that Terry Love was named the "2013 Prevention Professional of the Year" by the International Credentialing & Reciprocity Consortium (ICRC). The ICRC consists of 76 member boards in 24 countries and 47 U.S. states and territories. This is the first

time an Arkansan has received this award. She said we will certainly miss Mr. Love as his last day with ADH is this Friday.

Work continues to complete the Arkansas State Violence and Injury Prevention Plan. She mentioned that everyone should have received a Survey Monkey email communication regarding injury and violence prevention and asked if they have not already done so, to please complete the survey. Work continues on the guidance for evidence-based programs and the approval process for funding that will be going out to the TRACs. This resource will be on-line. We are working to prioritize the available resources based on our top five emphasis areas.

We must work to increase the use of seat belts in Arkansas as a recent study indicates usage continues to decline. Two counties are now at 51% and 57% seatbelt usage, respectively.

The first statewide Underage Drinking and Injury & Violence Prevention Conference will be held July 15 – 17, 2013 in Little Rock at the Statehouse Convention Center. We will also be hosting the Centers for Disease Control's South X Southwest Injury and Violence Prevention Conference in March, 2014.

VII. TAC Subcommittee Meeting Reports

(Note: Subcommittee minutes are attached, where appropriate; only official action and additional information provided to the TAC is documented in this section.)

- Finance Subcommittee (R. T. Fendley – Chair) (See attached minutes)

Mr. Fendley said the Subcommittee met on June 4, 2013. They reviewed the Trauma Image Repository (TIR) and the Subcommittee is pleased to report that there is value in the TIR and they also support extending the TIR to provide for consults. They are referring the consult issue to the QI/TRAC Subcommittee for further consideration and to develop some guidelines.

The Subcommittee also reviewed the Arkansas Hospital Association contract to complete a cost study of the readiness costs, certification costs, and costs of trauma care. Currently a pilot program is being conducted at Jefferson Regional Medical Center and the University of Arkansas for Medical Sciences (UAMS). The Subcommittee concluded the cost study is well designed. They are comfortable with the progress and the Subcommittee supports continuation of work under the contract.

The Subcommittee also discussed spending and funding inconsistencies at the TRAC level. They are asking the QI/TRAC Subcommittee to develop specific TRAC spending categories.

- Hospital Designation Subcommittee and Site Survey/System Assessment Panel (Terry Collins)

Ms. Collins reported that the Subcommittee met today via conference call. They reviewed the next wave of the trauma center designation site surveys. They also discussed the TRAC spending categories and information will be distributed when available.

- EMS Subcommittee (Dr. Clint Evans - Chair) (See attached minutes)

Dr. Evans reported that Mr. Tim Tackett is the new Chair of the EMS Subcommittee. Mr. Tackett said the Subcommittee will be reviewing each of the deliverables and evaluating enforcement. The Subcommittee also plans to evaluate existing business models to see how they align with the goals of the trauma system.

- Rehabilitation Subcommittee (Jon Wilkerson – Chair) (Did not meet)

Ms. Kim Brown reported for the Subcommittee. Following the rehabilitation conference, the planning committee met and reviewed the evaluations. As a result, the agenda is already planned and the keynote speaker, Dr. Brent E. Masel from Galveston, Texas, is confirmed for the 2014 Arkansas Rehabilitation Conference.

There is a signed written agreement with the UAMS Center for Distance Health and the Arkansas Spinal Cord Commission for the TRIUMPH Call Center to provide initial spinal cord injury clinical information to clients and health care professionals. The Physical Medicine and Rehabilitation Department has agreed to work with them on this initiative.

The registration forms have been distributed for the Traumatic Brain Injury Conference to be held on August 2, 2013 in Hot Springs, Arkansas.

The Spinal Cord Commission's new health educator, Heather Browning, will be starting July 7, 2013.

The Subcommittee meets next on Thursday, June 27, 2013.

- QI/TRAC Subcommittee (Dr. Charles Mabry – Chair) (See attached minutes)

Dr. Mabry said the Subcommittee met earlier today and discussed a variety of issues. They have updated and reviewed the trauma QI Plan for the state. They are working on a uniform reporting platform across the state so that salient information can be captured. Instructions for completing the forms have been given significant attention. Reporting will be up through the TRAC level. On behalf of the Subcommittee, Dr. Mabry made a motion that the TAC approve the State QI Plan and the associated forms. The motion was approved. Quality Improvement documents will also be published to the website.

TRAC level expenditures, deliverables, and contracts were also discussed. Ms. Joiner explained the funding regarding injury and violence prevention, including funds up to \$20,000 for each TRAC, to be used for injury prevention initiatives. Funding will be handled much like the present grant system and will be applied for on-line. Hospitals also have injury and violence prevention requirements and ADH will write an FAQ to explain how hospitals are to meet the requirements. A TRAC Medical Director to oversee the TRAC QI process is suggested as a use for these funds. A job description has been developed and each TRAC and/or physician should submit nominations for these positions to Dr. Maxson.

- Injury and Violence Prevention Subcommittee (Dr. Mary Aitken – Chair) (No Report)

Dr. Aitken reported the Subcommittee did not meet in June. The next meeting will be July 11, 2013. We will send out the link to register for the Injury Prevention Conference.

VIII. Next Meeting Date

The next regularly scheduled meeting is on Tuesday, July 16, 2013.

IX. Adjournment

Without objection, Dr. Graham adjourned the meeting at 4:20 p.m.

Respectfully Submitted,

Nathaniel Smith, MD, MPH
Secretary Treasurer of the Trauma Advisory Council
Interim Director and State Health Officer, Arkansas Department of Health

Trauma Advisory Council Finance Sub-Committee

June 4, 2013

Attending: R.T. Fendley, Chairman; Dr. Ron Robertson; Dr. Michael Sutherland; Mr. Don Adams; Ms. Terry Collins; Dr. Todd Maxson; Dr. Charlie Mabry; Ms. Kim Brown; Ms. Diannia Hall-Clutts; Ms. Renee Joiner; Mr. Michael Manley; Mr. Derek Pierce; Ms. Terri Imus; Ms. Sue Miller

I. Call to Order at 3:35 p.m. by Mr. R.T. Fendley, Chairman

II. Old Business:

Action Item Follow-up-The process for travel expense payment for the Medical Consultant has not been resolved. Mr. Fendley will contact Renee Joiner and facilitate a meeting.

III. New Business:

Contract Evaluations and Value Analysis #5-The Trauma Image Repository (TIR) contract review was presented by Ms. Terri Imus with the UAMS Center for Distance Health. The TIR is an expansion of the Arkansas Saves Telestroke Network which created a portal through which images can be sent from one hospital to another. There are currently 74 hospitals enrolled in the program, with 67 of those hospitals actively participating in the process. All Level 1 and Level 2 Trauma Centers are participating with the exception of LeBonheur Children's Hospital in Memphis. Ms. Imus informed the committee that several orthopedic groups have requested consultation capabilities, which would require an expansion of the program. Dr. Sutherland stressed that the ADH must develop clear guidelines for participation in this type of program. He emphasized that a mechanism for reporting quality concerns must be developed. The committee unanimously agreed that an expansion of the program should be considered. Further discussion ensued regarding weaknesses of the TIR and it was agreed that further education was needed.

Action Items: The committee will report to the Trauma Advisory Council that there is value with the TIR contract. The committee supports further exploration of an extension of the contract to include trauma consultation and will refer development of guidelines to the TRAC Performance Improvement Committee.

Contract Evaluation and Value Analysis # 6- Mr. Derek Pierce with BKD CPA's and Advisors presented a summary on the process and status of the Trauma Cost Study which was awarded to BKD by the Arkansas Hospital Association. The goal of this study is to estimate the costs of trauma care in Arkansas. The data will be obtained utilizing the most recently filed Medicare Cost Report. A survey has been developed which will assist hospitals with determining trauma verification and readiness costs. In addition, patient level departmental charges will be obtained and matched with trauma registry data. The current status of the project was discussed by the group. A beta test is in process with JRMC and UAMS at this time. It is anticipated that this study will be expanded to other Level 1 and 2 trauma centers this fall.

Action Items: The committee will report to the TAC that there are no concerns thus far with the Trauma Cost Study and that the study has been well designed.

TRAC Funding FY 2014- Dr. Maxson expressed the lack of a uniform approach for spending TRAC monies. He proposes that the committee consider a more uniform spending mechanism for the regions. He suggested that these funds be utilized for enhancement of trauma performance.

Action Items: The committee supports development of specific TRAC spending categories. It was determined that the TRAC PI subcommittee should develop these categories.

Calendar of Future Meetings-The committee agreed that the July meeting will be cancelled.

Meeting adjourned at 5:00 p.m.

Meeting Title Designation Sub-Committee of the TAC

MINUTES 06-18-2013

TANDBERG CALL

MEETING CALLED BY	Dr. Jim Booker
TYPE OF MEETING	Sub-Committee
FACILITATOR	Dr. Jim Booker
NOTE TAKER	Diannia Hall-Clutts
COMMITTEE MEMBER ATTENDEES	Tandberg call -Dr. Jim Booker, Dr. Todd Maxson, Dr. Barry Pierce, Dr. Michael Sutherland, Terry Collins, John Recicar, Teresa Ferricher, Donna Parnell-Beasley(by phone), Paula Lewis, Don Adams, Dr. Robertson, Carla Jackson

Agenda topics

WELCOME & MINUTE APPROVAL

Dr. Jim Booker

	Dr. Jim Booker welcomed everyone. Minutes were reviewed and approved.	
	HOSPITAL INTENT APPLICATIONS	Dr. Jim Booker
DISCUSSION	None	
	OLD BUSINESS	Dr. Jim Booker
DISCUSSION	None	
	NEW BUSINESS	Dr. Jim Booker
DISCUSSION	<p>Process for Re-Designation <i>Charts available for review</i> Add - Level III, Level I and II - in addition to meeting an additional criteria onto Elderly (65 and older) (admitted or transferred) with an ISS<10. Change on Level IV – Patients admitted with an ISS>4 to ISS>8. Change on Level IV – Patients with ED LOS<2 hours with a ISS>6 to ISS>8 Add on Level III – Patients with ED LOS<2 hours for transferred patients – add with a ISS>8 Add on Level I & II and pediatric centers -- Patients transferred out add to Level I & II (non-pediatric)(non-rehab) Change on Level I & II and pediatrics – head injury with a AIS >2 to Subdurals/Epidurals We will add a paragraph with a list of documents that will need to be printed for the reviewers from the electronic medical records. The ADH trauma coordinator will send the list of charts chosen by the reviewer received from Marie to the TNC of the trauma center one month prior to the site</p>	

	<p>survey date. Two additional paragraphs will be added for the Designation process for provisional and one for unscheduled surveys. The committee will ask the ADH trauma department to write those two paragraphs. Dr. Booker will then present this document to the TAC at the July meeting.</p> <p>Survey coverage time In the first re-verification re-designation surveys the time period that would be looked at would be for 1 year. The visits after the first re-verification re-designation would be for the full verification time period. The committee's recommendation for the verification period is for 3years.</p> <p>PA ER coverage – Todd understanding is in Arkansas is that a PA can only provide procedures if directly supervised by physicians. They can treat but they can't do a procedure without a physician present. The Arkansas Rules say that the physician has to be available in 10 minutes. They can't have a PA in lieu of a physician. You can't substitute a PA or APN for a physician.</p> <p>St. John's survey – They went on the dashboard in February 2013, they will be ready for a review in a year. We do need to send someone to verify the rules for an ACS review. Hospitals can move another review up so that the reviews are together. St. John's can extend their in-pursuit status or move their ACS visit up so that they are both completed together.</p> <p>Cox Health -Springfield MO- received intent application, will go on the dashboard in a couple of weeks. They are a Missouri level I. Missouri has a 5 year designation. We could do both Missouri and Arkansas at the same time. They will be going for a Level II.</p>
ADJOURNMENT	Designation Sub-Committee meeting adjourned at 12:00 p.m.
GUESTS	
OBSERVERS	Diannia Hall-Clutts, Margaret Holaway, Karis Fleming, Marie Lewis
NEXT MEETING	TBA

Trauma Advisory Committee TRAC/QI Subcommittee
June 18, 2013
Minutes

Members/Guests Present:

Charles Mabry, MD	TRAC/QI Subcommittee Chair
Todd Maxson, MD	Trauma Section Medical Consultant
Mike Sutherland, MD	SEATRAC Committee Chair
Monica Kimbrell, Trauma Registrar	CATRAC PI Chair
Karen McIntosh, RN	NWTRAC PI Chair
Carla McMillan, RN	SEATRAC PI Chair
Teresa Ferricher, RN	NCTRAC PI Chair
Terry Collins, RN	
Linda Nelson, RN	
Valerie Warne, RN	
Renee Joiner, RN	
Diannia Hall-Clutts, RN	
Margaret Holaway, RN	
Karis Fleming, RN	
Marie Lewis	
Jim Brown	

Phone Conference:

Paula Lewis, RN	NEATRAC PI Chair
Deb Sills	WRMC/ NWTRAC Secretary
Jim Booker, MD	SWATRAC Committee Chair
Patty Braun, RN	

I. Call to Order –Charles Mabry, M.D., Chairman

II. Old Business: None

III. New Business:

Protection for Trauma Peer Review and Quality Improvement:

The committee reviewed information protection for organized QI committees under the Healthcare Quality Improvement Act making information discussed at QI meetings non-discoverable. The following criteria were discussed:

- HIPPA protection under SEC. 1178 applies to materials used at the meetings.
- Protected environment for discussion is only confined to the actual meeting environment. Discussions outside of the committee are discoverable.
- Documents pertaining to case/discussions should be kept secure and within the confines of the committee process.

ADH has the authority to ask for information from QI committees of hospitals, EMS facilities, and any other organizations involved in patient care under the Healthcare Quality Improvement Act at the national level.

The QI/TRAC Subcommittee has requested that the ADH Legal Department draft an opinion regarding our authority to request information. This letter can be shared with hospital compliance officers, etc.

QI Plan for the State:

Documents discussed and approved:

1. QI Subcommittee Trauma Death Reporting Form – to state trauma nurse coordinators (TNC) for review with Dr. Maxson
2. Instructions for Trauma Death Reporting Form
3. QI Subcommittee Critical Event Reporting Form – to be submitted to TRAC QI chair for discussion with TRAC and Associate Regional Trauma Medical Director
4. Instructions for Critical Event Form
5. Excel form for tracking critical events for QI Chair

Further discussion related to one of the four Critical Events that are mandatory for the trauma centers and TRACS to monitor and report:

Lack of Top Tier Trauma Team activation for all patients with initial ED BP < 90/age. In this event, all trauma patients with a BP < 90 appropriate for age do need to be reported. If the low BP was not related to trauma and top tier activation was not activated, such cases still need to go through hospital QI and reported to the TRAC QI Chair.

Out of state hospitals should also utilize these forms and report to their respective QI Chairs and state TNC's.

Associate TRAC Medical Directors (ARTMD) are still being nominated and interviewed. The expectation is that Dr. Maxson will have chosen each TRAC's respective ARTMDs next month.

FY14 Grant Deliverables:

TRAC Grant/Injury and Violence Prevention (IVP) Grant:

All TRAC expenditures are being reviewed by Finance Sub-Committee per category to assure that spending is appropriate and value is being added to the system. TRAC funds were being spent on injury prevention and education even though there is a separate budget for these. TRAC trauma funds will no longer be used for these areas.

The FY14 TRAC deliverables will require each TRAC to allocate \$20,000 (of the \$40,000) for an ARTMD. A \$20,000 sub-grant will be available to each TRAC to conduct Injury and Violence

Prevention initiatives. These funds must comply with the FY14 IVP state plan currently under development. The state plan will include a list of the state's five top reasons for injury morbidity/mortality across the state with a menu of evidence based prevention initiatives to choose from. The plan will allow for emerging issues that are not among the top five to be funded. All regional IVP activities must be coordinated through the TRAC IVP Subcommittee. End-of-the-year TRAC money handouts will no longer be allowed.

A draft of the Injury Prevention State Plan will be distributed within the next few weeks. The FY14 TRAC deliverables require each TRAC to have a formal subcommittee for the following: Injury and Violence Prevention, EMS, and QI.

EMS providers will be required to attend any QI meetings in which a case they were involved in is being discussed per the EMS deliverables.

IV. Action Items:

1. Develop legal opinion outlining the authority of the ADH to obtain QI information from hospitals and healthcare facilities/services related to trauma.
2. Begin utilization of Death forms and Critical event reporting forms
3. Implementation of Associate TRAC Medical Directors

V. The meeting was adjourned.

Respectfully submitted,

Charles Mabry, M.D.
Committee Chair

TAC Rehabilitation Subcommittee Meeting
1:30 p.m. Thursday, June 27, 2013
Arkansas Spinal Cord Commission Conference Room
1501 N. University Ave., Room 411

MINUTES

Members in attendance: Dana Austen (BIAA)*, Letitia DeGraft (ADH)*, Elizabeth Eskew (DRCA)*, Sara McDonald (NeuroRestorative Timber Ridge), Alan Phillips (ACTI/ARS)*, Patti Rogers (ASCC), Stacy Sawyer (SVHS)*, Aleecia Starkey (DOE), Dr. Esther Tompkins (ACH), and Jon Wilkerson (Chair).

Member not in attendance: John Bishop (BHRI).

Guests, staff, and observers in attendance: Kim Brown (TRP), Heather Browning (TRP), Brad Caviness (TRP), Terri Collins (UAMS)*, Jason Francis (ASCC), Marie Lewis (ADH), Melanie Stacy (Rehab Care), and Dr. Mick Tilford (UAMS).

Mr. Wilkerson called the meeting to order. He greeted all of the guests and members present and asked everyone to introduce him or her self. He recognized Dr. Tompkins and Ms. Starkey who are both newly appointed to the Subcommittee.

Medicaid Cost Study

Mr. Wilkerson introduced Dr. Tilford and said the Subcommittee would hear his report on the Medicaid Cost Study out of order from the agenda. Dr. Tilford presented an overview of the study and its conclusions. He said that the report is complete, but he is still making small corrections to the final text. Ms. Brown said that Dr. Tilford's report will be forwarded to committee members when it is finalized and Dr. Tilford will be invited to the Subcommittee's next meeting to answer questions from Subcommittee members.

Approval of April 25, 2013, meeting minutes.

Mr. Wilkerson called for a motion to accept the minutes of the meeting held on April 25. Ms. Starkey moved to approve the minutes as distributed. Ms. McDonald seconded the motion. The motion was carried on a voice vote.

Trauma Rehabilitation Program Update

Ms. Brown distributed copies of the newly drafted TBI Referral Form and instructions and asked Subcommittee members for comments, questions, and corrections. After a discussion, Mr. Wilkerson asked for a motion to accept the form's content and format, with the noted corrections and revisions and a two day review and comment period for new appointees who did not receive the referral documents before the meeting. Mr. Phillips moved to accept the form's content and format with the noted corrections and revisions. Ms. Rogers seconded the motion. The motion was carried on a voice vote. Ms. Brown said the revised form will be distributed to Subcommittee members once the noted corrections and revisions have been made. She will solicit further comments at the next meeting. She will also set up a taskforce to work out the details of implementing the TBI referral process across the Trauma System.

Ms. Brown announced that the third annual Brain Injury Conference will be held Friday, August 2, at Embassy Suites in Hot Springs. The conference co-sponsors are the Trauma

* Attended via conference call.

TAC Rehabilitation Subcommittee Meeting

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Rehabilitation program, Mercy Hospital-Hot Springs, and NeuroRestorative Timber Ridge. The registration fee is \$50 and attendees will qualify for up to six continuing education credits.

Ms. Brown introduced Ms. Browning who has been hired to fill the new Health Educator position. Ms. Browning briefly reviewed her work experience. She will start in her new position on Monday, July 8, and her duties will include assisting with the TBI Registry, resource website, and conducting healthcare professional education.

Subcommittee Membership Recruitment.

Mr. Wilkerson reported that with the welcome addition of Dr. Tompkins and Ms. Starkey, the Subcommittee is fully appointed. Mr. Wilkerson said the Subcommittee has assembled an excellent group of members and guests and he is looking forward to all of their contributions.

Education Workgroup Report

Ms. Brown reported that all but two speakers for the 2014 conference have been confirmed. Keynote speaker Dr. Brent Masel is giving two presentations. This year the conference will add clinical breakout sessions on the second day on wound care, a topic geared to PT/OT practitioners, and a session on discharge planning session by client. The conference will also include sessions on Pediatric and burn rehabilitation. The 2014 conference will be held Thursday, May 22, and Friday, May 23, 2014, at the Little Rock Embassy Suites conference center. The registration fee will increase to \$40. A Save the Date will be distributed in October followed by the full brochure after the New Year. The conference will offer up to 9.5 continuing education credits for attendees. Ms. Brown is excited about how the conference has grown over the last two years.

Other business

Ms. Brown distributed a copy of a logo that she and Mr. Caviness have worked to create as part of an effort to brand the Trauma Rehabilitation program and make its work recognizable. After a discussion, the Subcommittee asked that the logo be reworked to include references to burns and amputations, as well as traumatic brain injury and spinal cord injury. The revised logo will be presented at the next meeting.

The next meeting of the Subcommittee will be held at 1:30 p.m. Thursday, August 22, 2013.

With no further business to consider, Mr. Wilkerson called for a motion to adjourn the meeting. Dr. Tompkins moved to adjourn. Ms. Rogers seconded the motion. The meeting was adjourned at 2:31 p.m.

Respectfully submitted,
ARKANSAS TRAUMA REHABILITATION PROGRAM

Bradley Caviness
Administrative Specialist III