

## **Regional Improvement Stroke Regional Advisory Council Leadership Team Charter**

### **Problem Statement:**

Arkansas has strengthened and expanded statewide efforts, with state funds, to mitigate the burden of acute stroke by advancing stroke systems of care through ASR partnerships with acute care hospitals, Emergency Medical Services (EMS), American Heart Association (AHA), and other entities. As a result of these ensuing public-private partnerships, Arkansas lowered its rank for highest cerebrovascular disease mortality among states from 3rd in 2015 to 8th in 2020. With this successes, disproportionate burdens of acute stroke mortality, among Arkansans, continue to be evidenced with higher mortality for African Americans versus Whites, and higher mortality for men versus women. Antecedent stroke risk factors: hypertension, hypercholesterolemia, and diabetes trended-up among Arkansas over the past few years, indicating a need for targeted community-level, preventative interventions within the stroke systems of care.

### **A. Purpose of the Leadership Team**

#### **Primary Functions**

The primary function of the Leadership Team (Team) is to support the Stroke Regional Advisory Council (SRAC) Representatives. The Team provides quality improvement (QI) support, resources, and attendance at SRAC meetings. These responsibilities are carried-out by performing the following functions:

- Providing QI assistance to the SRAC Representatives.
- Reviewing the meeting minutes and providing feedback.
- Providing regional, state, and other data for QI purposes.
- Providing feedback on the SRAC Meeting's scope.
- Instructing Representatives on maximizing the functions of the database.
- Reviewing data to identify improvement/challenges needed to address adherence.
- Creating, collating, interpreting, and presenting short questionnaires to identify issues, education needs and necessary supports.
- Assessing and sharing up-to-date information as the initiative is plugged into stroke QI at the national level through AHA and CDC.
- Linking Arkansas hospitals and EMS with the community providers and available supports.
- Networking with each other, facilitating measurement and the improvement of care.
- Sharing successful strategies in stroke care from hospitals, regions, and states.
- Assisting in recruiting, selecting and orienting new SRAC Representatives.
- Connecting stroke coordinator mentors with new coordinators or others needing support.
- Creating educational webinars in response to data, questions, and other regional inputs.

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### B. Membership

The Team membership is comprised of the Arkansas Department of Health (ADH) Stroke Registry (Registry) staff. This includes the Stroke/STEMI System Manager, State Stroke Nurse Coordinator, the QI Stroke Nurse Contractor. In addition, all SRAC Representatives are included in the membership. Others may be added as needed.

### C. Role of the Leadership Team Member

It is intended that the Team member use experiences, expertise and insight from other participation to support professionalism in the SRAC Representatives. The Team provides support and guidance to the SRAC Representatives. The members:

- **Consider, evaluate and respond** to ideas and issues raised by the SRAC Representatives.
- **Provide guidance**, in keeping with the member's expertise, to the SRAC Representatives.
- **Assist in balancing** conflicting priorities and resources.
- **Foster positive communication** within the SRAC and between the SRAC teams.
- **Discuss the work** done in the meetings with SRAC Representatives and provide feedback on staying within the charter of the SRAC Meetings.
- **Document** the meetings.

### D. Leadership Team Meetings

The meetings are to be scheduled, at a minimum, quarterly. Initially the meetings are held monthly. Once the SRAC meetings are up and running, the Team may decide to meet every other month and eventually, quarterly.

### E. Meeting Agenda

#### Welcome, Overview and Announcements:

- 00:00 Introductions and attendance
- 00:00 Agenda review
- 00:00 Review of objectives

#### Old Business:

- 00:00 Review minutes from the previous meeting
- 00:00 List all items pending from previous meeting for discussion

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**Measure Adherence:**

- 00:00 List measure – Region 1 - (measures highlighted at the SRAC Meetings)
- 00:00 List measure – Region 2 - (measures highlighted at the SRAC Meetings)
- 00:00 List measure – Region 3 - (measures highlighted at the SRAC Meetings)
- 00:00 List measure – Region 4 - (measures highlighted at the SRAC Meetings)
- 00:00 List measure – Region 5 - (measures highlighted at the SRAC Meetings)
- 00:00 List measure – Region 6 - (measures highlighted at the SRAC Meetings)
- 00:00 List measure – Region 7 - (measures highlighted at the SRAC Meetings)

**New Business:**

Report from SRAC Representatives:

- 00:00 Report – Region 1
- 00:00 Report – Region 2
- 00:00 Report – Region 3
- 00:00 Report – Region 4
- 00:00 Report – Region 5
- 00:00 Report – Region 6
- 00:00 Report – Region 7

**Topics for Discussion:**

- 00:00 New items identified by the members for discussion
- 00:00 Set the agenda for the next meeting