

Nebraska Coalition for Patient Safety

Meeting Minutes

October 24, 2006

I. Call to order

Stephen Smith, MD called to order the meeting of the **Nebraska Coalition for Patient Safety** at **10:00 am** on **October 24, 2006** in **Grand Island, NE**.

II. Roll call

S. Smith conducted a roll call. The following persons were present: S. Smith, K. Jones, C. Kampschnieder, M. Horn, D. Brown, P. Scholting, C. Mlady, A. Svoboda, E. DeSimone, M. Seeland, R. Driewer, and E. Olson. Absent: R. McQuillan.

III. Approval of minutes from last meeting

Members of the Board reviewed the minutes from the last meeting. The following items were corrected: **II.** Roll call, present *A. Svoboda*. **VIc.** delete *Hawks* replace with *Kiewit*. The minutes were then approved as read.

IV. General Discussion

- a) NEAHQ convention to be held in Omaha on 11-16-06. S. Smith will make an informative presentation regarding the NCPS.
- b) Discussion was held regarding filling the vacant position for a consumer member of the board.
- c) Proposed job description for the Executive Director was reviewed and finalized.
- d) Confidentiality Agreement to be signed by the BOD. This was developed by M. Seeland and presented in draft form. The BOD requested that legal counsel from the Nebraska Pharmacists Association review the proposed statement prior to finalization. Copies will then be forwarded to the BOD and committee members.
- e) The Contract Agreement to Participate in the NCPS was reviewed. Discussion held regarding the responsibilities of the NCPS to the members. It was felt that this document should emphasize that the NCPS is a learning organization vs. a disciplinary organization. Reporting for near-miss events will be included. Discussion was held regarding the ability to facilitate root cause analysis development in order to ensure consistency and/or standardization of reporting events. An option would be to provide members a list of available facilitators to assist with RCA. Web-based access could be utilized in order for members to obtain additional information. Seeland will make the necessary additions in the contract and re-distribute them to the BOD for finalization.

V. Committee Reports

- a) **Finance Committee:** K. Jones reporting.
1. Association financial commitments: Pledges include NAPA 5K, NHA 10K, NMA 10K, MMIC 15K yearly for three years. NNA is in discussion regarding their financial commitment. Others have been contacted regarding financial contributions including Walgreens, Pfizer, BCBS, UHC, PPIC, etc. Additional targets may include Silverstone Group, Mutual of Omaha, Midlands Choice, etc. Corporate support including ConAgra, Union Pacific, Wal-Mart, Nebraska Furniture Mart, Cabela's, Hawkins Construction, Peter Kiewit, etc. M. Seeland will begin contacting these organizations soliciting financial support.
 2. Review of the proposed budget. Projected income through pledges, donations, grants totally 210K. Projected annual expenses for the annual operation approximately 330K. Discussion was held regarding the employment of the future NCPS staff. These individuals may technically be employees of the NHA to assist with group benefits. In turn, the NCPS would reimburse the NHA for salary and benefits for the employees. Creighton University has maintained its good-will offer for temporary office space and technical support for the NCPS for up to 15 months. E. DeSimone will continue to work with CU regarding this offer.
 3. D&O Insurance- Quoted are being actively investigated. Approximately 5K/year, which will be written into the annual operational budget. E. DeSimone will continue to pursue this information.
 4. Grant Application. K. Jones has developed a proposal for a grant application. This detailed document will outline the purpose and responsibilities of the NCPS as well as the proposed annual operational budget.
- b) **Reporting Committee:** S. Smith reporting.
1. CEO survey will be resubmitted. The results will be reviewed at a later date.
 2. Proposed list for patient safety event reporting. *The National Quality Forum Serious Reportable Events in Healthcare* is being revised by the committee to better define events and include the reporting of near-miss events.
 3. Format for reporting. After discussion, it is the feeling of the BOD, that reporting and education should be emphasize in the initial operating years of the NCPS. Discussion was held regarding formulating a pilot program in which institutions would submit event data from the previous year which could then be utilized as a learning tool in the development of an effective reporting system. K. Jones directed the BOD to www.unmc.edu/rural/patient-safety for information regarding patient safety reporting. Goal for this pilot program was projected for the first quarter of 2007. Finalization of the confidentiality statement and contract will be a priority for the Reporting Committee at their upcoming meeting.
- c) **Education Committee:**
1. K. Jones and R. McQuillan continue to work on development of an educational training program.

2. R. McQuillan has suggested through a recent email to BOD for a target date for the initial education program as being in February 2007. After taking into consideration the discussion regarding the development of the pilot program for reporting, this may be too early for an educational presentation program.
 3. K. Jones requested that the BOD provide her with feedback, so she may continue to develop an informational presentation focused at CEOs and hospital board of directors.
- d) **Communication Committee:**
K. Jones distributed a power point presentation to the BOD regarding the NCPS. This would be available for members to present to their associations or at informational seminars.

VI. Final Discussion

The next meeting to be scheduled as a teleconference for December 13, 2006 from 11:00am to 12:30 pm.

VII. Adjournment

S. Smith adjourned the meeting at **1:20pm**.

Minutes submitted by: Patty J Scholting, PA-C

Minutes approved by: