

Nebraska Coalition for Patient Safety

Meeting Minutes

Thursday, January 31, 2008

I. Call to order

Stephen Smith, MD called to order the teleconference meeting of the **Nebraska Coalition for Patient Safety (NCPS)** at **12:00pm** on **Thursday, January 31, 2008**.

II. Roll call

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

III. Approval of minutes from last meeting

Members of the BOD reviewed the minutes from the last meeting. The minutes were amended. Membership and Sponsorship fees, Critical Access (13) (300-499 discharges) changed from \$1000 to \$1500/year.

IV. Open issues

- a) **Finance Committee Report.** E. DeSimone, RPh, PhD, Treasurer NCPS.
 1. Treasurer's report. For the period ending January 31, 2008, balance of \$57,668. No expenses. Pending income includes membership/sponsorship fees. E. DeSimone will forward a copy of the current report to the BOD via email.
 2. Invoices to members. Invoices for membership fees were set to current members.
 3. Requests for healthcare system reduced membership fee. The finance committee will formulate a reduced membership fee schedule for healthcare systems with multiple institutions. The proposed policy will be presented to the BOD at the next scheduled meeting for review and approval.
 4. Sponsorship benefits. Discussion was held regarding benefits to financial sponsors of the NCPS. The finance committee will further this discussion at their next scheduled meeting and present ideas to the BOD.
- b) **Reporting Committee Report.** S. Smith, MD, President NCPS.
 1. Processing of data. A formatted database tool will be utilized to process incoming patient safety events. Further discussion will be held at the next scheduled meeting of the Reporting Committee.
 2. Minnesota Event Report. Discussion was held regarding this report and its pros and cons regarding the presentation of the data. This may be used as a model for the NCPS.
- c) **Education Committee Report.** M. Seeland reporting for B. McQuillan.

1. PSIC Educational Seminar. Seminar to be held in Norfolk, NE on February 28, 2008. The seminar is designed to outline the root cause analysis process for participants. Discussion was held regarding the fee schedule for members vs. non-members of the NCPS. A “needs” assessment survey tool will be utilized.
- d) **Communications Committee Report.** S. Smith and M. Seeland.
 1. Relationship with Health and Human Services (HHS). Discussion was held regarding the extent of the relationship between the NCPS and the HHS of Nebraska. S. Smith will contact J. Schafer, MD at the HHS for further communications.
 2. Multi-State Convention.

V. Other Business

- a) Finance Committee will continue work on sponsorship benefits, policy for healthcare systems membership fees to include definitions, fee schedules, and adjusting categories for Critical Access Hospital to include geography vs. patient discharge totals.
- b) Education Committee will follow up on PSIC Educational Seminar to be held February 28, 2008.
- c) Reporting Committee will work on designing a template for organizing data collected regarding patient safety events.
- d) Discussion will be held regarding inviting David Tew, CEO of Alegent Bergan Mercy Hospital in Omaha, to fill the open position on the NCPS BOD.
- e) Election of new NCPS Vice President. Katherine Jones, PhD, PT will replace R. Driewer as Vice President.
- f) Next meeting. A meeting in mid-March will be planned for the NCPS. Details will be forwarded to the board in the near future.

VI. Adjournment

S. Smith adjourned the meeting at **1:00pm**.

Minutes submitted by: P. Scholting, PA-C, Secretary NCPS.

Minutes approved by: