

DRAFT!

3a. Deliverables

- 1) Hire a contractor to fill the position of Regional Medical Direction Coordinator, utilizing most of the job description as provided in the recommendations.
- 2) Collect, and compare local protocols
- 3) Utilize state EMS data base and local EMS data to set base line for development of CQI targets
- 4) Coordinator will work with local medical directors and agency staff to start regional CQI targets
- 5) Local Medical Directors may opt to appoint a single Regional Medical Director. If they do so, a small stipend for the year has been allocated to cover travel to regional Medical Direction Related meetings
- 6) Host 2 meetings with local medical directors and agency staff (may be fixed location or teleconferencing)

Specific task to accomplish deliverables

1) Hiring a Regional Medical Direction Coordinator

As soon as grant approval and PO is received from the state, the position will be advertised. Applications/resumes collected. Top candidates will be interviewed and offer placed. Goal for this objective to have Coordinator in place by September 1, 2014.

Using the job description as provided in program guide, a Scope of work for year one will be developed. Work described in this grant and other more generalized duties such as meeting attendance, communications, invoicing and so on will dictate the contracts time. To assist in growth of the position, quarterly feedback will be given to the coordinator utilizing a survey tool.

2) Collect and Compare local protocols

Collect protocols from EMS, Fire, Search and Rescue as well as ski patrol units.

Create a comparison tool and review documents noting similarities and differences.

Make special note of protocol that may need updates, rewrites or omissions to accommodate current acts allowed. (recognizing that medical Directors have final say on addition or removal of protocol related items). These protocol items may drive changes to initial education and continuing education for local EMS providers.

3) Utilize state data base and local data for development of CQI projects

Coordinators will need to familiarize themselves with the Image trend product, how to access agencies and create reports. In the event that the data from the image trend system is not consistent due to reporting irregularities on the user end; the contractor will work with the agencies to gather data and create similar reports to better define data points.

4) Coordinator will work with local medical directors and agency staff to start regional CQI targets

Utilizing the reports that collected from EMS data, in conjunction with our historic trauma data (if appropriate) the RMD coordinator will work with our local medical directors to define the first of out CQI projects.

5)Local Medical Directors may opt to appoint a single Regional Medical Director. If they do so, a small stipend for the year has been allocated to cover travel to regional Medical Direction Related meetings

If decided by the local medical directors, a single Regional Medical Director maybe appointed. If appointed this RMD will work with the RMS coordinator, attend appropriate meetings as defined by the program guide and the region, and act as a liaison to the other local medical directors, sharing information and current issues.

6) Host 2 meetings

The Coordinator will work with the RETAC staff and participating agencies to arrange 2 meetings for the local medical directors to have input on the process, and development of the regional medical director program and CQI projects. These meetings may be face to face or teleconferencing. A teleconferencing service is readily available for the use within the region.

Requested Funds

RMD Coordinator	440 hrs x 50.00	22000.00
RMD stipend	50 hrs x 75.00	3750.00
Printing/ materials	50 x 25.00	1250.00
Local med director travel	12 x 100.00	1200.00
Meeting room fees	2x500.00	1000.00
indirect	10%	2920.00