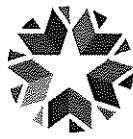

**OKLAHOMA TRAUMA AND EMERGENCY RESPONSE ADVISORY COUNCIL
(OTERAC)**

**Regular Meeting of the Medical Direction and Coordination
Committee Oklahoma State Department of Health
123 Robert S Kerr Ave, Oklahoma City, Oklahoma
73102 Wednesday, November 3rd, 2021, at 1:00pm**

Agenda

- I. Call to Order Patrick Cody, Chair
The meeting was called to order at 1:01 pm by Dr. Cody.
- II. Roll call Brandee Keele, Quality and Survey Analyst
Roll was called and the following members were in attendance: Dr. Campbell, Dr. Cody, Dr. Gearhart, Dr. McElyea, Dr. Olson, Dr. Worden. The following members were absent: Dr. Albrecht, Dr. Caughell, Dr. DaVault, Dr. Knoles.
- III. Introductions and Announcements Patrick Cody, Chair
Dr. Cody announced to the group he would be serving as chair going forward and thanked Dr. McElyea for his service to the committee. The committee reintroduced themselves to one another and gave a brief description of their agencies and affiliations.
- IV. Approval of Minutes from August 4, 2021..... Patrick Cody, Chair
A motion to approve the minutes as written was made by Dr. Gearhart and seconded by Dr. Worden, no further discussion was had. A roll call vote was taken, and the motion passed 6-0.
- V. Presentation: EMS Medical Directors in Oklahoma Dale Adkerson, EMS Program Manager
Mr. Adkerson gave a presentation over the breakdown of Medical Directors in Oklahoma and their agencies. Mr. Adkerson discussed the distribution of Medical Directors and agencies by licensure level. Mr. Adkerson asked the group to consider what topics if any from the data presented required discussions on a regulatory and legislative level. The group held a discussion over the data presented and no further action was taken by the group.
- VI. Old Business
 - A. Discussion, consideration, possible action, and vote to approve and advance proposed EMS regulatory amendments regarding medical directors, quality assurance, and benchmarks to OTERAC for consideration Dale Adkerson, EMS Program Manager
 - *OAC 310:641-1-7 Definitions*
 - *OAC 310:641-3-10 License required*
 - *OAC 310:641-3-24 Medical control requirement*
 - *OAC 310:641-3-63 Ambulance service files*

A discussion was had by the group and suggested edits to the documents provided were made. The group provided suggestions to what constituted active involvement by a Medical Director. The group discussed the distinction between a Medical Director Proxy and a Designee and offered language for the definition of each. The group suggested that the



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terms Quality Assurance and Quality Improvement be stricken, and the term Quality Management be utilized in its place with language to define the term. The group asked that the changes be made to the document and sent out to the group for further consideration before bringing the document back to the next meeting.

- B. Discussion, consideration, possible action, and vote to approve and advance proposed Medical Director training topics to OTERAC Dale Adkerson, EMS Program Manager
The group discussed the topics on the list provided and the current education available for Medical Director training in Oklahoma and on a national level. The group discussed bringing educational requirements in Oklahoma in line with the education provided by the National Association of EMS Physicians. Dr. Worden suggested adding the 20 topics from that training to the list of topics for consideration. Dr. Cody asked that annual scholarships, train the trainer courses, mentorship, and a one sheet handout for new Medical Directors be added to the list for further consideration.

VII. Business

- A. Discussion, consideration, possible action, and vote to approve a mission and vision statement for the Medical Direction and Coordination Subcommittee .. Patrick Cody, Chair
The group looked at two versions of a Mission, Vision, and Values Statement and selected the first of the two options. They asked for all references to the terms quality assurance and quality improvement be changed to quality management. They also asked that Emergency Medical Personnel replace the term medic. They asked that the timeliness category and phrasing be changed to align with the Oklahoma State Trauma System verbiage. The group asked that the edits be made and sent to the members for further review and brought back to the next meeting.

VIII. Next Meetings

- Medical Direction and Coordination Committee
Oklahoma State Department of Health
123 Robert S Kerr Avenue, Oklahoma City, OK 73102-6406
February 2, 2022, at 10:30am
- OTERAC
Oklahoma State Department of Health
123 Robert S Kerr Avenue, Oklahoma City, OK 73102-6406
December 8, 2021, at 1:00pm

IX. Closing, Adjournment, and Dismissal.

Dr. Worden motioned to adjourn, and it was seconded by Dr. Gearhart. The meeting adjourned at 2:44 pm.

Approved by:

Patrick Cody, DO, MPH, FACOEP, Chair
Medical Direction and Coordination Subcommittee
May 4, 2022