

Data Managers Council Meeting Minutes

Date: Tuesday, 10/16/2012

Time: 2:30 PM Eastern; 1:30 PM Central; 12:30 PM Mountain; 11:30 AM Pacific

Website: <http://emsk.adobeconnect.com/r3cwxpy1sf4/>

Conference Call #: 1-866-620-7326

Conference Code: 825-398-0806 #

DMC Agenda for Tuesday October 16, 2012

1. Introductions and steering committee members – Members
2. NASEMSO DMC annual meeting and minutes – Joe Moreland, Lindsey Narloch and Rachael Alter
3. Completion of v3 review – Josh Legler and Kevin Putman
4. Collecting validity rules – Lindsey Narloch
5. NEMSIS v3 update – Karen Jacobson and Clay Mann
6. Validity rule collaboration – Joe Moreland
7. Data linkage – Joe Moreland
8. New data manager survey? – Joe Moreland
9. 2012-2014 priorities – Members
 - a. V3
 - b. Data cleaning
 - c. Data linkage
 - d. FARS (Fatal Analysis Reporting System)

Data Managers Council Monthly Meeting Minutes
Tuesday, October 16, 2012

Chair: Joe Moreland
Chair – Elect: Paul Sharpe
Secretary: Ryan Tyler

Call to order Tuesday, October 16, 2012

Welcome and Introduction:

| | |
|-------------------------------|------------------------------------|
| Joe Moreland – Kansas | Quinn Sharkey – Alaska |
| Paul Phillips – Kentucky | Chris Handley - DOD and US Navy |
| Stuart Castle – New Mexico | Kevin Putman – Michigan |
| Chuck Happel – Wisconsin | Gary Shirley – Tennessee |
| Chip Cooper – New Hampshire | Ashley Neumier – Nebraska |
| Melissa – Washington | Bob Norlen – Minnesota |
| Dan Lee – Illinois | Lindsey Narloch – North Dakota |
| Stephanie Daugherty – Florida | Steve McCoy – Florida |
| Karen Jacobson – NEMSIS TAC | Josh Legler – Utah |
| Robert Cooney – Pennsylvania | Rachael Alter – Liaison to NASEMSO |
| Ryan Tyler - Arkansas | |

Karen: Rogelio Martinez is the new Data Manager for Arizona. David Harden is no longer in the role.

Elections at the annual meeting a few weeks ago:

Paul Sharpe elected to the Chair–elect
Ryan Tyler – Secretary

Regional Representatives:

North – Kevin Putman
East – Bob Cooney
South – Gary Shirley
West – Stuart Castle

Rachael Alter is our new liaison between the data manager council and NASEMSO. Rachael has worked for NASEMSO for one year and was previously the Idaho EMSC program manager.

Listserv Permissions:

Rachael introduced opening the DMC listserv to all members. The idea is to create a forum within our council. This would mirror the Medical Director and Pediatric councils. Data Managers would be able to pose questions and start discussions on topics of interest. Previous chair members were not aware the listserv could be open. Bob Norlen went through super-secret squirrel training and was blessed with

Mountain Dew flakes to post to the listserv. Early concerns from NASEMSO, was that people would receive too many emails.

Karen and Rachael are going to get with Sharon to obtain a current distribution list for our group. They will review the current stakeholders on the list and the relationship to our council. A review and update of the distribution list is vital prior to opening the listserv.

Consensus was the group has evolved overtime and opening the listserv will facilitate better discussion within the group. No one was against opening the listserv. Inappropriate comments on the listserv will not be tolerated and dealt with appropriately.

Collecting Validity Rules: Lindsey Narloch

Lindsey volunteered to collect in any form each state's information regarding validity rules. This is to clean up data on the front end or back end. Lindsey agreed to host the library or collection point for the validity rules from each state. The goal is to present the NEMESIS TAC with a set of validity rules that would benefit each state. This repository could be used for versions 2 and 3.

Joe: Schematron rules for version 3 do not affect clinical rule making in version 3.

Karen: at this time there are limited clinical rules in version 3.

Joe: NEMESIS would like assistance in clinical rules

Karen: Group has been identifying data quality regarding rules. Key is that the software should be able to take any clinical rule and provide a message back to the user.

Joe: A medication could not be administered for a canceled call. A numerical value for a medication would require a dosage identifier of mg, kg, or other value.

Karen: should not receive a not value for that field.

Paul: Lindsey, will you create a standard format to receive the information?

Lindsey: Image Trend States already have a format but will create a format for non ImageTrend states.

Paul: also have a common naming for each field

NEMESIS v3 update: Karen Jacobson

Annual meeting talked about Sharepoint page.

Log onto www.nemesis.org

Hover over Reporting Tools

Then hover over report

Then click state report.

<http://www.nemesis.org/reportingTools/reports/stateReporting.html>

Previously was state data cube.
Now is SharePoint

Currently cannot access SharePoint. It should be later this week and this is where you would go to communicate between the State and NEMSIS TAC.
Manual is there as a resource.

1. Custom Elements
2. Business rules

Two levels of access and rights to the SharePoint

- A. Add, Edit, and Delete rights
- B. View only right

Now go over to Support

Click NEMSIS User group

<http://www.nemsis.org/support/nemsisUserGroups.html>

1. Anyone can view
2. If you want to comment, use your NEMSIS sign in

NEMSIS Version 3 Interactive Forum:

<https://www.nemsis.org/jforum/forums/list.page>

A review period currently named v3.2.7 Release Request

<https://www.nemsis.org/jforum/forums/show/27.page;jsessionid=A51E84AE29E505E96AD9951AA480EF57>

A list of request they have received from folks regarding various items.

1. tracking method #326 is the current NEMSIS data set
2. .001 plus is the question posed.

Certification Levels Missing

<https://www.nemsis.org/jforum/posts/list/63.page>

Request was asked why Respiratory therapy not included.

IPCR has started the process of validation.

Not entertaining new elements, even though new request have been made.

IPCR: Quick facts

1. Cold called every state to commit to usage within the state.
2. Software is based on old version 3 standard and update to current version 3 standards.
3. Needs to become version 2 compliant in each state
4. IPCR is going to do something with the product to meet version 2 compliance.

Have reopened version 2 software compliance

1. Trauma Soft was approved
2. 2 to 3 more software companies have started the process

Data Managers Council

Review of data point line by line of the data dictionary

Bob Norlen: Data Dictionary of items that came lately, slowing down the process by continuous review and the data set not being finalized.

Karen: Most of the software companies will deploy the NEMESIS suggested list as a starting point for their clients. Suggested list there be a short list instead of the thousands of values within healthcare data being used in version 3.

Joe: is there still value in continuing the review. Complete the review of the suggested list to prevent data from not being entered.

Joe: return the Tuesday or Thursday from 1330 Central time to 1530 hours.

Group: concurs with Tuesday at 1330 Central time to 1530 hours Central time. Tuesday of the 3rd week will be our monthly call at 1330 Central time.

Stephanie: Medications and symptoms have been completed and sent to Karen for review.

Impressions have been completed but people wanted to go back over due to some questions

Chip: was compiling procedures list to facilitate a quick discussion.

Josh: A couple of smaller lists within the suggested list that would not take long to discuss. Impression to go back over the notes.

We have five Tuesday's leading up to Thanksgiving with two-hour time frames to complete the tasks at hand.

Cause of injury suggested list down to the root level. Because some cause of injury need lab test to confirm.

Opening the dataset then locking the database down again. Going to a version 3.2.7 dataset. Software community wants the changes to happen quickly if we change the list.

Compliance testing of software companies, NEMESIS will be seeing all value choices for the elements. They will open the element and need to see all values associated

with the element. Software updates: vendors will need to submit release notes. Jorge will review the notes to determine if compliance testing needs to be repeated.

Major vendors are waiting for a State to make the announcement for NEMSIS version 3 start date.

Data Linkage

NHTSA priority.

Move rest of agenda items to November.

Retreat for December need to come up with an itemized and prioritized list for NASEMSO for each of the councils.

Rachael: Will lead the discussion of the work plan.

Data Managers Council meeting will be on Tuesday November 20, 2012 at 1330 Central Standard Time.

Adjourn the meeting:

Next call will be on Tuesday October 23, 2012 to continue the discussion of the suggested lists.

Respectfully submitted by Ryan Tyler.