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2011-2012 RTAC Objectives

The purpose of a Regional Trauma Advisory Council is to develop, implement, monitor and improve the regional trauma system. The functions and responsibility of the RTAC are delineated in DHS 118.06. RTAC programming efforts are funded through state tax dollars (GPR) in through the project number associated with the State Trauma Program through Appropriation 101. This document also serves as Exhibit I to the 2011-2012 RTAC Contract.

Objective/Strategy	Supporting Documentation	Measure(s) of Success	Contract Completion
<p>1. Maintain RTAC infra-structure in a manner that supports participation by all representative members and is consistent with HFS 118.06.</p> <p>This objective is intended to demonstrate compliance with the Administrative Rule for the Trauma Care System related to the structure of the RTAC.</p>	<p>Meetings are held, there is an Executive Council, a fiscal agent, a coordinating facility, etc. Agendas and minutes are communicated in a timely manner (ie, posted on RTAC web site, or by email, etc). An archived copy maintained by the RTAC.</p> <p>RTAC minutes provide the supporting documentation of the presence of an Executive Council, regular meetings (a minimum of 4 per fiscal year/contract) and membership is consistent with DHS 118.06.</p>	<p>Target for contract completion is 100% compliance.</p>	<p>Response of yes/no if attained the identified measure of success.</p> <p>If for some reason the target is not met – an explanation of extenuating circumstances must be attached to the year end Certificate of Compliance.</p>
<p>2. RTAC reviews regional trauma registry data collected under HFS 118.09 when/if provided reports from the department.</p> <p>This objective is intended to demonstrate the intent for compliance with the Administrative Rules for the Trauma Care System found in 118.06 and 118.10.</p>	<p>Hospitals in the RTAC review and submit data to the Trauma Registry.</p> <p>Regional data is reviewed at the level of the RTAC – documented in the RTAC minutes.</p>	<p>Response of yes/no if attained target</p>	<p>Target for contract completion is 100% compliance.</p> <p>If for some reason the target is not met – an explanation of extenuating circumstances must be attached to the year end Certificate of Compliance.</p>

Objective/Strategy	Documentation	Measure(s) of Success	Targets/Comments
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			Discussion
<p>3. RTAC has a functional Performance Improvement Program.</p> <p>This objective is intended to demonstrate the effort to meet the intent for compliance with the Administrative Rules for the Trauma Care System found in 118.06 and 118.10. The objective is to work through the PI process on a trauma related issue/concern.</p>	<p>RTAC minutes or subcommittee minutes provide documentation related to a performance improvement process/activity for at least one specific issue or process within the region.</p>	<p>Response of yes/no if attained target</p>	<p>Target for contract completion is 100% compliance.</p> <p>If for some reason the target is not met – an explanation of extenuating circumstances must be attached to the year end Certificate of Compliance.</p>
<p>4. Develop and Revise Regional Trauma Plan</p> <p>This objective is intended to demonstrate compliance with the Administrative Rule for the Trauma Care System DHS 118.06 (3)(L)2.</p>	<p>RTAC minutes provide the supporting documentation of the discussion or revision of the Regional Trauma Plan.</p>	<p>Response of yes/no if attained target</p>	<p>Target for contract completion is 100% compliance.</p> <p>If for some reason the target is not met – an explanation of extenuating circumstances must be attached to the year end Certificate of Compliance.</p>
<p>5. RTAC maintains/supports trauma related education and training in the region (may include EMS and other organizations).</p> <p>This objective is intended to demonstrate compliance with the Administrative Rule for the Trauma Care System DHS 118.06 (3)(K).</p>	<p>Appropriate educational offerings/information is reviewed at RTAC and is available in the minutes of the meeting.</p> <p>RTAC minutes provide the supporting documentation of the presence of information sharing related to trauma education and training activities in the region.</p>	<p>Response of yes/no if attained target – meaning that there is documentation in the minutes from the RTAC meetings regarding the type of educational or training offerings.</p>	<p>Target for contract completion is 100% compliance.</p> <p>If for some reason the target is not met – an explanation of extenuating circumstances must be attached to the year end Certificate of Compliance.</p>
Objective/Strategy	Documentation	Measure(s) of Success	Targets/Comments

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			Discussion
<p>6. RTAC maintains/supports injury prevention related education and training in the region (may include hospitals and other organizations).</p> <p>This objective is intended to demonstrate compliance with the Administrative Rule for the Trauma Care System DHS 118.06 (3)(k).</p>	<p>Injury prevention offerings and information is discussed at RTAC meetings.</p> <p>RTAC minutes provide the supporting documentation of the presence of information sharing related to injury prevention activities in the region.</p>	<p>Response of yes/no if attained target – meaning that there is documentation in the minutes from the RTAC meetings regarding the type of injury prevention efforts or education.</p>	<p>Target for contract completion is 100% compliance.</p> <p>If for some reason the target is not met – an explanation of extenuating circumstances must be attached to the year end Certificate of Compliance.</p>