

May 26, 2011

Attention Trauma Coordinators and Trauma Registrars of the South Central Regional Trauma Advisory Council (SCRTAC):

Recently, the SCRTAC took some initial steps at creating a Performance Improvement (PI) program. The goal of this program is to look at certain areas of pre-hospital and in-hospital trauma care, and see how we are doing as a region compared to set benchmarks. The membership agreed upon specific data elements that each hospital in the RTAC would submit every 2 months.

The initial data collection process for March and April of 2011 was met with many questions and confusion. So, volunteers from the SCRTAC membership offered to form a work-group, with the intent of restructuring the data collection reporting form(s), and designing an evaluation report format. This work-group met on May 18th, and has completed the new SCRTAC 2011 PI Data Collection Worksheet.

Unlike the previous format, hospitals will only be asked to complete and submit this one spreadsheet. It will be the responsibility of the SCRTAC to perform all of the necessary data calculations and evaluations needed for the SCRTAC regional PI initiative. Though hospitals are encouraged to use the spreadsheet to conduct internal PI evaluations at their facilities, they are not required by the SCRTAC to perform these tasks. The SCRTAC will have the tabulation/calculation work done for you. This should make your job much easier.

As you look at the new SCRTAC 2011 PI Data Collection Worksheet, you will note that it is a bit more inclusive than our initial worksheet. Though there are a few additional data-entry fields, the actual data collection topics have not changed... They have simply been expanded. The new format allows for clarification of most questions/concerns that were brought-up at the last SCRTAC meeting. The new worksheet should not take much longer to complete than the previous format.

We are asking each hospital in the SCRTAC to collect and report data for the months of February and March 2011. We realize that a few hospitals have already submitted data for this time period on the previously used worksheet: We are asking you to please re-submit the data using the new spreadsheet.

Data shall be submitted to the SCRTAC by the 1st of every EVEN month. This will allow for regional tabulations, calculations, and evaluations to be performed prior to the SCRTAC meetings. A summary report will be given at each SCRTAC meeting. Data that shall be submitted by the 1st of the EVEN month will include months 3 and 4 prior (See the table below). This should provide ample time for hospitals to collect the needed data (especially those that stated they are usually about two months behind).

<u>Due By</u>	<u>Data From</u>			<u>Year</u>
June 1	February	and	March	2011
August 1	April	and	May	2011
October 1	June	and	July	2011
December 1	August	and	September	2011
February 1	October	and	November	2011
April 1	December	and	January	2011/2012

Your participation in this PI initiative is critical to the success of the program, as well as to the accomplishment of our RTAC contractual objectives. To accurately evaluate the performance of our region, we need your data!

Please complete the attached spreadsheet, and submit it to the SCRTAC (dan@scrtac.org) by the timelines listed above. Should you have any questions, please do not hesitate to email or call Dan Williams (dan@scrtac.org 608-576-1843).

The new SCRTAC 2011 PI Data Collection Worksheet, as well as a separate instructional document have been attached. They are also available at www.scrtac.org under 'documents.' Please use this instructional document to guide you through the data collection process.

We realize that you will likely not be able to meet the June 1st deadline for February and March data: Please submit this at your earliest convenience, but no later than August 1st.

Thank you for your time and attention to this PI initiative, and moreover to your commitment to our regional trauma system.

Sincerely,

Dan Williams
 SCRTAC Coordinator
dan@scrtac.org
 608-576-1843