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## MINUTES

*of the*

### **Executive Committee to Review the Death of Children Subcommittee to Collaborate with the Bureau of Health Care Quality and Compliance (HCQC)**

*held on*

**July 28, 2022**

via Microsoft Teams

[Meeting Link](#)

Call-in number: 1(775) 321-6111; Extension: 531907519#

#### **1. Call to Order, Roll Call, Introductions**

Jessica Freeman called the meeting to order at 12:01 PM.

Subcommittee members present:

- Dr. Andrew Eisen, Valley Health Systems
- Paul Shubert, HCQC
- Jessica Freeman, DFS
- Elizabeth Holka, NICRP
- Dr. Sandra Horning, Summerlin Hospital
- Dr. Prashant Jha, UMC Pediatrics
- Vickie S. Ives, DPBH - MCH

#### **2. Initial Public Comment**

No comments.

#### **2. For Possible Action: Approval of meeting minutes from June 16, 2022.**

Jessica Freeman stated that there were no meeting minutes to approve during this meeting as they were not completed in time for posting procedures. The meeting minutes from June 16, 2022, will be on the agenda for approval during the next HCQC subcommittee meeting.

#### **4. For Discussion: Discuss and approve the next steps for the below recommendation.**

- 2018 Quarter 2
  - Hospitals should adopt a consistent internal policy for assessment of children when they present with suspicious or serious injuries.

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- Continue working on the outline for the procedure/policy.
- Continue to revise the tip sheet to send to hospitals.
- Discuss information found regarding call-centers.

Jessica Freeman stated that since the most recent HCQC subcommittee meeting, the tip sheets and letter were finalized and distributed to medical facilities through Paul Shubert's HCQC email distribution list. No feedback has been received from any of the medical facilities yet. Dr. Andrew Eisen stated that the tip sheets were shared with the Emergency Medical Services for Children and Advisory Committee and that they received very positive feedback at that organization. Subcommittee members agreed that they would continue to network to further distribute the tip sheets. Jessica asked subcommittee members if they felt that they have met the goals that have been outlined so far, and what steps should be taken next. Dr. Eisen stated that he thought that the subcommittee has done a good job reaching its goals so far, and that the next steps forward for the subcommittee should be twofold. The next step should include ensuring that the tip sheets are becoming integrated into practice for medical facilities throughout the state. This can be done by actively contacting facilities to ask for their feedback. Dr. Eisen suggested asking medical facilities questions about how they were integrating the tip sheets into practice. He also stated that the subcommittee should actively participate in education to help get these tip sheet integrated into practice. Paul Shubert agreed to send another message through the HCQC email list to medical facilities in order to do this. He suggested that the subcommittee generate a questionnaire to help get the feedback the subcommittee wanted in order to ensure compliance. Subcommittee members agreed that this was a good idea. Dr. Eisen suggested to allow medical facilities to add personal touches to the tip sheets as another way to boost compliance. Dr. Sandra Horning agreed. Jessica suggested creating a poll on Survey Monkey including the questions suggested above to send to medical facilities to generate feedback. The subcommittee agreed that the following poll should be distributed to medical facilities to generate feedback as discussed above:

- Have you had the opportunity to use the tip sheets and found them to be helpful?
  - Would you have any suggested edits?
- If you have not had to use them, do you feel the information could be helpful?
- Have you identified any barriers that prevent you from implementing these tip sheets?
  - If so, what?
- Do you know who to contact within your own system if you need more assistance?
  - Do you feel comfortable in seeking further assistance if needed?
  - Do you know who to call if a transfer to another facility is needed?
    - Do you know of your agency's transfer policy? (Doug Oxborrow is the person to contact for this if they need to go through their network).
  - Do you know who to call outside of your system if additional information is needed?
- Are you interested in receiving more in-depth information or assistance in implementing these tip sheets in your facility/practice?
  - If so, add your name/contact information.

Paul Shubert suggested keeping this survey open until at least the end of August in order to give the facilities time to respond. Dr. Prashant Jha brought up a concern to make sure that urgent cares and physicians' offices also had access to the tip sheets; Jessica stated that Gary Beck would be able to help distribute information to those facilities. Dr. Sandra Horning suggested posting the tip sheets on a

website to improve access to them even further. Subcommittee members agreed that this was a good idea. Dr. Jha asked Jessica if they would be able to post the tip sheets on the Department of Public Health's website. Jessica stated that this was something that could be worked on, but suggested that it might be easier to put it on the Executive Committee's website. Paul Shubert said that it could also be put on the website for the Division of Public and Behavioral Health, but that particular website was somewhat difficult to navigate through. Jessica and Dr. Eisen also suggested adding the tip sheets to the newsletter for the Nevada Association of Family Physicians to increase awareness; Jessica stated that she would contact Leann McAllister to help with that. Dr. Horning and Dr. Eisen suggested also contacting the Clark County Medical Society and the State Medical Association to further help with the distribution of the tip sheets. Dr. Eisen suggested posting the tip sheets only at one site and then distributing that link to all the suggested organizations, that way if the link or information has to be edited, it's easier to handle. Vickie Ives suggested that the Safe Haven website would be a good place to post the tip sheets, since it will most likely receive the most traffic.

Jessica Freeman stated that during the next subcommittee meeting, the goal would be to examine any feedback that was received from the survey and move forward from there. Paul Shubert stated that the subcommittee should consider sending out the tip sheets again, but that it should be careful to avoid sending it out too often to prevent it from being overlooked. Dr. Eisen said that it shouldn't be sent out more than once a year. Dr. Horning wanted to assure the subcommittee that if they were having trouble receiving feedback, that doesn't mean that medical facilities weren't interested, but were instead really busy. She suggested further tailoring communication with facilities that didn't respond in the future to assist those that were too busy. Subcommittee members agreed to keep the survey open until the next meeting and that next steps would depend on what feedback was received from the survey. Jessica confirmed with Dr. Eisen that he would reach out to Clark County Medical Society, the State Medical Society, Washoe Medical Society, and the Nevada Association of Family Physicians with the tip sheets to help with distribution. Jessica would reach out to Leann McAllister and Gary Beck to distribute the tip sheets to the AAP newsletter and distribute the tip sheets to urgent cares. The next subcommittee meeting will focus on tailoring responses to the feedback received from the survey. The next subcommittee meeting will be held on September 8, 2022 at noon.

## **5. Final Public Comment**

No comments.

## **6. Adjournment**

The meeting was adjourned at 12: 42 PM.