


Sierra – Sacramento Valley EMS Agency Program Policy

S-SV EMS Prehospital Advisory Committee

	Effective: 06/01/2023	Next Review: 01/2026	211
	Approval: Troy M. Falck, MD – Medical Director		SIGNATURE ON FILE
	Approval: John Poland – Executive Director		SIGNATURE ON FILE

PURPOSE:

To establish a Prehospital Advisory Committee for the continuous quality assessment/improvement of prehospital care in the S-SV EMS region, and to assist the S-SV EMS Agency in ensuring prehospital medical care is consistent with best practices and evidence-based medicine.

AUTHORITY:

- A. HSC, Division 2.5, § 1797.
- B. CCR, Title 22, Division 9, Chapters 3, 4, 8, & 12
- C. California Evidence Code § 1157.7

DESCRIPTION:

- A. The S-SV EMS Prehospital Advisory Committee is a multi-disciplinary peer-review committee composed of representatives from public and private ALS ground and HEMS providers within the S-SV EMS region.
- B. The committee process will be based on review of prehospital cases and S-SV EMS policies/protocols, selected by S-SV EMS staff, or requested by committee members.
- C. The committee is responsible for the following:
 - 1. Providing EMS system quality improvement and policy/protocol recommendations to S-SV EMS.
 - 2. Assisting S-SV EMS in monitoring/evaluating EMS system performance metrics.
 - 3. Discussing current EMS trends/research and collaborating to share experiences and best practices for optimal prehospital care.
 - 4. Providing standardized ongoing review of prehospital medical care.

5. Assisting the S-SV EMS Medical Director in identifying and monitoring trends related to prehospital care in the S-SV EMS region.

COMMITTEE MEMBERSHIP:

- A. The committee will be comprised of the following members, who are actively working in the field and are in good standing with S-SV EMS:
 1. Two (2) Paramedic or RN representatives from S-SV EMS authorized air ambulance providers.
 2. One (1) Paramedic representative from an S-SV EMS authorized air rescue provider.
 3. Six (6) Paramedic/AEMT/EMT representatives from S-SV EMS authorized public ALS service provider agencies.
 4. Six (6) Paramedic/AEMT/EMT representatives from S-SV EMS authorized private ALS service provider agencies.
 5. S-SV EMS will maintain a list of alternate members from the above provider disciplines to serve on the committee in the absence of a primary member(s).
- B. S-SV EMS committee representatives will include the following:
 1. EMS Specialist – Quality Management.
 2. Deputy Director – Specialty Programs/Clinical Quality Management.
 3. Other S-SV EMS personnel as appropriate/required.
- C. Member nominations will be solicited from S-SV EMS authorized prehospital provider agencies and committee members will be selected/appointed by S-SV EMS.
- D. Committee members must remain in good standing in the S-SV EMS system, and will serve until removed for cause, resign, or are replaced by S-SV EMS.
- E. At the discretion of S-SV EMS, other professionals may be invited to participate in committee activities when their expertise is essential to the quality improvement process and confidentiality requirements are met.

MEETINGS/ATTENDANCE:

- A. The committee will meet on a regular basis, as determined by S-SV EMS.

- B. S-SV EMS staff will facilitate committee meetings, set the meeting agenda, and ensure committee decisions are acted upon.
- C. Committee members should attend a minimum of 75% of meetings per year. S-SV EMS may replace members who are not meeting minimum attendance expectations.
- D. Committee members should notify S-SV EMS in advance of the meeting if unable to attend.
- E. Resignation from the committee shall be submitted to S-SV EMS in writing.

VOTING:

Occasionally the committee may need to resolve committee matters by vote. S-SV EMS staff will decide when to call a vote. Each member of the committee who is present at the meeting shall have one (1) vote, and a simple majority shall determine the resolution.

MINUTES:

S-SV EMS staff will record and maintain confidential minutes of all meetings. Previous meeting minutes will be distributed to committee members at the beginning of the next meeting for review/comment. Due to the confidential nature of meeting materials, all copies of minutes and other confidential materials shall be collected at the end of each meeting.

CONFIDENTIALITY:

- A. To the extent California Evidence Code § 1157.7 is applicable, closed meetings will occur when business addressed under 1157.7 is being transacted. The committee's 1157.7 business, records and minutes shall be considered confidential, and all members are prohibited from any unauthorized disclosures.
- B. Members and attendees will sign a statement of confidentiality as a condition of participation.