STATE OF MICHIGAN
DEPARTMENT OF COMMUNITY HEALTH
LANSING

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GOVERNOR

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November 9, 2009

TO: Life Support Agencies

FROM: Robin M. Shivley, Manager
EMS & Trauma Systems Section

RE: EMS Information System

As you all are aware, implementation of an EMS Information System (EMSIS) began with our first submission of data on May 15, 2009. As always, with the implementation of such a significant and all-encompassing project, issues and concerns are identified. This correspondence is to provide an update on issues/concerns identified.

The following is a status update on the issues/concerns that have been raised:

- Clarify how confidentiality/privacy will be maintained by the Medical Control Authorities.

  - The Michigan Association of Ambulance Services (MAAS) retained an attorney (Mr. Cook) to review the statute and state contract with ImageTrend to verify whether the data would remain confidential. A legal opinion was provided to MAAS who shared that document with the EMS and Trauma Systems Section.

    Department Response: The Department of Community Health's legal department (which specializes in data privacy/confidentiality) has developed a response to Mr. Cook's legal opinion. The Office of Legal Affairs developed a document "MDCH Authorities and Obligations" and presented this information to the EMSCC on September 25, 2009. The EMSCC believes this document provided all the necessary clarification. A copy of this document has been posted on our website.

  - Second, to assist in addressing the confidentiality/privacy issues that have been raised, the EMS and Trauma Systems Section is requiring that each MCA develop and submit a protocol, for approval, on how data will be used, maintained, and how the data will remain confidential.

    The EMS and Trauma Systems Section has updated the state protocol for data usage and for data confidentiality. The Medical Control Authority must adopt this protocol as a minimum. A copy of this document has been posted on our website.

- Third, as the EMS and Trauma Systems Section is very committed to ensuring data confidentiality, access by the Medical Control Authorities to their life support agency data was removed.

  To have access restored, the MCA must complete the following:

- Submit, at a minimum, the state protocol for Patient Care Record & Electronic Documentation & EMS Information System.
- Submit a signed Data Use and Non-Disclosure Agreement.
- Submit a signed User Agreement for each individual who is given access to the Michigan EMS Information System (MI-EMSIS).

- Finally, by December 4, 2009, ImageTrend will have programmed the MI-EMSIS system to have patient first and last name data elements turned off, but also ensure that we don't lose the QI information (narrative report, etc.) so the Medical Control Authorities still have the ability to conduct their quality improvement process.

If life support agencies have not yet been set up; have questions on how to be compliant with MI-EMSIS; or if you have any questions regarding MI-EMSIS, please contact Kevin Putman, State EMS Data Manager.

In addition, a website has been established that will provide you with information regarding the MI-EMSIS project and ImageTrend State Bridge. The web address is: https://elearn.miemsis.org/course/view.php?id=19. When prompted, visitors should select the option to login as guest. This site contains contact information, State Bridge Manuals, training materials, and other project related information.

Another important file on the MI-EMSIS information site is the ImageTrend Implementation Workbook. Every EMS agency, regardless of the software being used, should complete this workbook. The workbook is used to populate the system with the agency's demographic information. The alternative to this process is manual online entry. The workbook can be downloaded from the information site. Once completed, the workbook file should be emailed to Kevin Putman, State EMS Data Manager. If you have not yet completed the workbook, please do so as soon as possible.