



STATE OF MICHIGAN

DEPARTMENT OF COMMUNITY HEALTH
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

JANET OLSZEWSKI
DIRECTOR

June 5, 2009

TO: Medical Control Authorities
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 an attempt to identify and clarify some of the issues and concerns that have been raised. However, before I begin to provide that clarification, I would again like to thank all of the members of the Prehospital Data Task Force for their dedication and hard work over the past few years. Without their involvement, and support, we would not be at the point of collecting EMS data on a statewide basis.

The following are issues/concerns that have been raised; department's response and/or action; and proposed resolutions:

- What are the required data elements? How did we go from 166 to 287 required data elements?
 - The Data Task Force identified a total of 287 required data elements (required list dated 2/26/09) that must be submitted. The 287 data elements will allow the Medical Control Authorities to conduct their quality review process. Of those 287 data elements submitted, there are 166 reportable data elements (data elements that the state can report on). The 287 required data elements with the 166 reportable elements was reviewed and approved by the EMS Coordination Committee. To obtain a copy of the required data elements, you can go to www.michigan.gov/ems
- Clarify how the MCAs will utilize ImageTrend (State Repository) for quality improvement process.
 - Those agencies utilizing ImageTrend as their software system will submit all data elements as this is the patient care record. Those agencies using a third-party vendor will submit all the required data elements (287). As the required data elements include information such as medical history, narrative reports, vital signs, assessment, interventions, medications, procedures, etc. the Medical Control Authority will be able to use ImageTrend for their quality improvement process.



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- Clarify how confidentiality/privacy will be maintained by the Medical Control Authorities.
 - First, for those that are not aware, 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: At this time, the Department of Community Health's legal department (which specializes in data privacy/confidentiality) is developing a response to Mr. Cook's legal opinion. I believe that response will be out within the next week. This will be shared with our MCAs and 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 developed a model template for data usage and for data confidentiality that will be shared with the MCAs at the seminar June 14 and 15. It will also be distributed to each of the MCA by mail.
 - Third, as the EMS and Trauma Systems Section is very committed to ensuring data confidentiality, we have removed access by the Medical Control Authorities to their life support agency data. This is for a limited time, but believed to be very necessary to ensure each life support agency that their data is very important and that confidentiality is critical to the EMS and Trauma Systems Section.
 - I do realize that this has caused some significant issues to a few of our Medical Control Authorities, but I also believe it will be resolved within the next few weeks.
 - Finally, there has been significant discussion about not requiring specific patient identifiers (e.g. patient first and last name) as part of the required data elements. If these two elements were not required, a lot of the patient confidentiality issues would not be present. The Medical Control Authorities would prefer to have this as a required data element, however, they have also shared that it is extremely important to have immediate access to the data.
 - Department Response: It is the intent of the Department to **not require** patient first and last name as a required data element. If a Medical



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Control Authority believes it is necessary to require these data elements, then they can do this through local protocol.

- It is also our intent to review those protocols that have been submitted by MCAs related to data collection. After our review, we will notify the MCA as to whether we will turn access on to their life support agency data.
- It is also our intent to work with ImageTrend to turn off the patient first and last name data elements, but 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.

Finally, the EMS and Trauma Systems Section will continue to work with the Prehospital Data Task Force. We will, again review, the required data elements to determine if any additional changes need to be made. If changes are made, notification will be sent out and we will keep our website updated.

If agencies still have questions on how to be compliant with MI-EMSSIS or if you have any questions regarding MI-EMSSIS, please contact [Kevin Putman, State EMS Data Manager](#).

In addition, a website has been established that will provide you with information regarding the MI-EMSSIS project and ImageTrend State Bridge. The web address is: <https://elearn.miemssis.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-EMSSIS information site is the ImageTrend Implementation Workbook. Every EMS agency and MCA, 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](#).