



# MICHIGAN TRAUMA SYSTEM DEVELOPMENT TRAUMA EDUCATION *STATEMENT OF WORK*

## PROJECT GOAL

The Bureau of EMS, Trauma & Preparedness (BETP) is engaged in trauma system development. This statute driven endeavor is committed to the concept of a regionalized, coordinated and accountable system of care built to ensure injured Michigan residents get the right resources at the right time.

BETP is committed to supporting partners and stakeholders to enhance their efforts in system building. BETP is looking for projects that fit into the following trauma system building categories: Injury Prevention, Education, Performance Improvement, and Infrastructure. Partners are encouraged to look at the gaps in programming, resources, and data to determine where they should more finely focus their system building efforts.

The one time funding is dedicated to supporting innovative projects, programs and initiatives that meet the specific needs of the region, community, agency or facility as they build and support the trauma system. Priority consideration will be given to projects that are evidence-based, can be replicated, satisfy an unmet need, measurably reinforce and support the trauma system, expand on existing partnerships, and/or create new collaborations among partners.

## Background

The Michigan trauma system was established by Public Act 580, 581 and 582. The system is designed to be a data driven, all-inclusive system that cares for the injured from incident through rehabilitation. The trauma system supports injury prevention, performance improvement, trauma education, and trauma system infrastructure.

## Project Objective

To support trauma education activities that meet regional, community, agency, facility and program needs.

## Project Activities

Applications from eligible organizations addressing data driven trauma education **may include, but are not limited to**, the following activities:

- Advanced Trauma Life Support (ATLS)
- Trauma Nurse Core Curriculum (TNCC)
- Advanced Trauma Care for Nurses (ATCN)
- Rural Trauma Team Development Course (RTTDC)
- Pre-hospital trauma education (PHTLS, ITLS, Trauma First Response)
- Trauma Outcomes & Performance Improvement Course (TOPIC)
- Abbreviated Injury Scale (AIS) training
- Trauma Registrar training
- Trauma Program Manager training
- ICD-10 (trauma related) coding

- Trauma registry training
- Regional, agency, facility identified education
- Trauma survivor education for patient and family
- Burn care
- Conferences, conference attendance support
- Education related to trauma care for special populations

**Note: The above list not all inclusive.**

Complete the application titled *Michigan Trauma System Development – Trauma Education Project Application*. **All applications must be received by close of business on July 22, 2016.** All applicants will be notified of application status by August 9, 2016. **Each award will be a minimum of \$5,000 up to \$25,000.**

Funds will be provided upon successful project completion and the submission of required reimbursement documents and forms. These funds may only be used for new activities and cannot be used for capital improvements such as construction to a facility, indirect costs, major renovations, fundraising, political education, lobbying, or research.

## Eligible Organizations

Public, non-profit and private organizations capable of conducting program activities are eligible to apply.

## Tasks/Deliverables/Timeframes

1. Complete all sections of the *Michigan Trauma System Development – Trauma Education Project Application* located at [www.michigan.gov/traumasystem](http://www.michigan.gov/traumasystem). Electronically submit completed materials by the **close of business July 22, 2016**, to the Trauma Section at [MDHHS-TraumaProjects@michigan.gov](mailto:MDHHS-TraumaProjects@michigan.gov). *Incomplete applications will not be considered.*
2. All applicants will be notified of the status of their application by August 9, 2016.
3. The project will commence on September 1, 2016 and continue through August 31, 2017. No services will be provided and no costs to the state will be incurred prior to September 1, 2016.
4. Project leads will provide a written progress report at project mid-point (due by March 31, 2017), and will permit, upon reasonable notification and at reasonable times, access by authorized BETP representatives to records, papers, files, documentation and personnel related to this agreement. A final report must also be submitted (due by August 31, 2017) and should include the following: impact, reach, barriers and successes. Report templates are available at [www.michigan.gov/traumasystem](http://www.michigan.gov/traumasystem).
5. All projects must be completed by **August 31, 2017**. Documentation (i.e. invoices/receipts) itemizing fund allocations must be retained for audit purposes.
6. Project participants must be willing to participate in publication development, surveys and conference calls during and after project completion as needed.

## Payment Schedule

- All project awardees must be registered in the State of Michigan vendor registration file in order to receive reimbursement. In addition, all monies will be distributed through Electronic Funds Transfer (EFT). For more details and to sign up for EFT, visit <http://michigan.gov/cpexpress>.
- To receive payment submit the Final Report, including the Financial Status Report, by August 31, 2017 to the assigned Trauma Section Project Liaison.
- Work must be completed, and all reimbursement requests submitted, by **August 31, 2017**.

## Project Contacts

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