

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

Introduction

Regional Trauma Network Development

MDCH Administrative Rules R325.125 through R325.138 requires the submission of an application by the Medical Control Authorities (MCA) in a geographic region (formally known as emergency preparedness region). Approval of the application by the Michigan Department of Health and Human Services serves to formally recognize this entity as a Regional Trauma Network (RTN).

“Maintain the established regional trauma networks to provide system oversight of the trauma care provided in each region of the state.” R325.129 Rule 5 (1)(i)

The application template that follows is an adaptation of:

- US Department of Health and Human Services (HRSA) *Model Trauma System Planning and Evaluation (2006)*.
- The MDHHS Bureau of EMS and Trauma Section *Statewide Trauma System Administrative Rules filed with the Secretary of State May 31, 2017*
- *The Michigan Trauma Strategic Plan 2024-2029*
- *The Michigan Trauma System Injury Prevention Plan 2021*
- *Regional Trauma Systems: Optimal Elements, Integration, and Assessment Systems Consultation Guide 2008*

The application has adopted or adapted the HRSA indicators in order to initiate a regional evaluation of current trauma system status.

Application

Section 1- Work plan: Administrative Rule 325.132 Rule 8 (3)(b) requires that each regional network submit a comprehensive system development plan as a component of the application for recognition as an RTN. For the purposes of this application the RTN encompasses all of the following: RTN Board, Regional Trauma Advisory Council (RTAC), and Regional Professional Standards Review Organization (RPRSO).

The 6 required components of the Regional Trauma Network Plan (per Administrative Rules) are:

- 1) Injury prevention
- 2) Communications
- 3) Infrastructure
- 4) Regional performance improvement
- 5) Continuum of care
- 6) Trauma education

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The 6 required components are included in the workplan under one of four workplan sections:

- 1) Leadership, System Assessment and Data
- 2) Injury Prevention
- 3) Operations and Clinical
- 4) Education.

Application Scoring

Each RTN and its subcommittees, including the RTAC and RPSRO, will assess the current status of the region's trauma system. After assessing each indicator, the RTN must write at least one SMART objective (specific, measurable, attainable, relevant, and time-bound) to address the indicator, with the understanding that a mature, fully functioning, all-inclusive regional trauma system is the goal.

In addition, *new to this application*, there are objectives taken from the State Strategic Plan (SP) which have been added to each section/component. Each region must also discuss each of those objectives and determine how it will support each of those objectives. There is no written score card for the Strategic Plan objectives. The region may reword these objectives to better support a regional approach to their completion. The region may also opt to add additional objectives not addressed in this template. The cumulative set of written objectives will then serve as the region's system workplan.

Scoring of the assessment provides a means for each RTN to individually track progress over time. The assessment score is meant only to assess and track the status of each individual region; assessment scores will not be used to compare and/or rank RTN status or progress against each other. Renewal applications are expected to reflect progress in system development.

Scoring the System Components

All Regional Trauma Network applications will be submitted to the department with indicators scored and SMART objectives addressing each indicator. The department will utilize the HRSA model which describes trauma system indicators and offers a scoring process: meeting the highest score (5) in every indicator would describe a mature highly functioning trauma system. Each RTN, with the advice of the RTAC, should realistically assess the current status of the region's trauma care system, using the 0-5 scoring scale, in order to arrive at a score. The current score should suggest the gap between the system's current status and a desirable for subsequent assessment.

Benchmarks are global goals, expectations or outcomes that refer to the components of the trauma system plan. In scoring the trauma system, a benchmark identifies a broad system attribute.

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Indicators are the tasks or outputs that characterize the benchmark. Indicators identify actions or capacities within the benchmark and are the measurable components of the benchmark.

Scoring reduces the indicator to action steps. The score offers an assessment of the current status, and subsequent scoring will mark progress over time in reaching a desirable benchmark.

Within each of the 6 *functions* there are a variety of potential benchmarks based, to the extent possible, on HRSA guidelines for Model Trauma System Planning. For each of the 6 functions, a number of descriptive *indicators* further define the function’s potential benchmark and a score for each indicator to assist in identifying efforts, progress, compliance, or any combination of these. Each indicator contains a scoring “mechanism” of ordered statements to assist in assessing progress to date.

The following criteria are used to assess the region’s conformance to the indicator:

Score	Progress Scoring
0	Not known
1	No
2	Minimal
3	Limited
4	Substantial
5	Full

The table below is an example of how the above criteria are used to assess trauma system progress for a specific indicator. When scoring the indicators, **BOLDFACE the number and criteria** your region has chosen to indicate your region’s current status in achieving the indicator.

Example of Progress Scoring

Indicator: A thorough description of the epidemiology of injury in the region exists, using both population-based data and clinical data bases. In this example, the region has chosen a score of “2”.

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Score	Criteria
0	The scorer does not know enough about the indicator to evaluate it effectively.
1	There is no detailed analysis of injury mortality.
2	Death certificate data have been used to describe the incidence of trauma deaths aggregating all etiologies, but no E-code reporting is available.
3	Death certificate data, by E-code, are reported on a statewide basis, but are not reported regionally.
4	Death certificate data, by E-code, are reported on a statewide and regional basis. These data are compared to national benchmarks, if available.
5	Death certificate data, by E-code, are used as part of the overall assessment of trauma care both statewide and regionally, including rural and urban preventable mortality studies.

In this example, the region should review the listed criteria and select the one that best describes its current ability to describe injury mortality, ranging from none (0) in neophyte systems to the ability to accurately describe preventable deaths (5) occurring in the most mature trauma systems. A median score of 3 would indicate that there is evidence of limited, but demonstrable, progress in meeting the expectation.

Although the scoring mechanism provides a quantitative descriptor of each indicator, and the region in general, the scoring process has limitations:

- The benchmarks focus on process measures, not outcomes. The assumption is that meeting these process measures will result in improved outcomes.
- The evaluation method relies on the qualitative judgments of the region's evaluators.
- The regions are cautioned not to draw conclusions from the numerical "score". Because the scale points are not discrete points on an ordered scale it is not possible to state that a 4 is twice as good as a 2. The score only denotes relative progress in achieving the benchmark.
- The benchmarks and indicators are not comprehensive. As the document evolves these are expected to change.

The application's scoring tool is intended to help each region meet the trauma system development plan requirement of the administrative rules, and to assist the regions in identifying individual strengths and weaknesses, prioritize actions and measure progress against itself over time.

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The expectation for this application is that the evaluation of each region's indicators will drive a systems approach for outlining the governance, goals, objectives, strategies and timelines that address each indicator, and that the region will build on them in a systematic, foundational way until system maturity is reached.

Section 2 – Governance: Documentation that the organizational network structure described in the administrative rules above has been addressed.

Filing Instructions

The application must be completed, typed and when fully approved, signed. An application checklist has been included in the application packet to facilitate the process.

Completed applications should be emailed to:

Eileen Worden, State Systems of Care Manager
wordene@michigan.gov

Please insert "Region 2 - North Application" in the subject line of the email.

The application is due to the State Systems of Care Manager no later than COB on September 19, 2023.

After the application has been reviewed and approved by The Michigan Department of Health and Human Services (MDHHS) a letter will be sent to the Regional Trauma Network representative listed below recognizing the Regional Trauma Network.

Please provide the following:

Regional Trauma Network representative: Debbie Condino
Address: 19176 Hall Rd. Suite 120 Clinton Township, MI 48038
Email: Debbie.condino@mcemsmca.org

For questions, please contact your Regional Trauma Coordinator or State Systems of Care Manager, Eileen Worden wordene@michigan.gov (517) 643-2296.

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Injury Prevention Benchmark: The RTN, in cooperation with other agencies and organizations, uses analytical tools to monitor the performance of population-based (regional) injury prevention programs. Each regional trauma network is responsible for monitoring, assessing, and evaluating its regional trauma system to improve trauma care, reduce death and disability, surveillance of injury, and implementation of injury prevention activities.

Injury Prevention:

Admin Rule HRSA #	Indicator	Score
325.135 (2) 306.2 Michigan Trauma System Strategic Plan 2024- 2029	The RTN is active within the region in the monitoring and evaluation of regional injury prevention activities and programs and gaps in delivery including outcome data.	0. Not known. 1. The RTN does not actively participate in the monitoring and evaluation of injury prevention activities and programs in the region. 2. The RTN does some minimal monitoring and evaluation of injury prevention activities and programs in the region. 3. The RTN monitors and evaluates injury prevention activities and programs in the region. 4. The RTN is an active participant in injury prevention programs in the region, including the evaluation of program effectiveness. 5. The RTN is integrated with injury prevention activities and programs in the region. Outreach efforts are well coordinated and duplication of effort is avoided. Ongoing evaluation is routine and data are used to make program improvements.

Objectives for indicator 306.2:

1. **By December 31, 2024**, the Injury Prevention (IP) committee will report on which injury prevention programs have been implemented in their region.
 - The regional IP committee will analyze the number and type of programs that directly address the top 3 injuries programs in their region as reported in the Inventory.
2. **During the 2024 to 2026 application period**, an annual review of aggregated injury data will be conducted by the Injury Prevention committee. This data will be utilized to develop standardized regional ongoing injury prevention activities, identify a methodology to evaluate their effectiveness, and modify programs as indicated.

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State of Michigan Strategic Plan 2024-2029 objectives:

SP1: By January 1, 2024, Bi-annual surveillance reports from the Michigan Trauma Registry for the Regional Inventories will include, at a minimum, the top 3 causes of injury in each of the 8 Regions.

- **During the 2024-2026 application period**, ongoing reports from the R2N IP committee on leading causes of injury, regional initiatives related to those injuries and other prevention opportunities available will continue to be relayed at the RTAC meetings.

SP2: By December 31, 2024, each Regional Trauma Advisory Council (RTAC) Injury Prevention (IP) committee will report on which injury prevention programs have been implemented in their region.

- **During the 2024-2026 application period**, ongoing reports from the R2N IP committee on injury prevention opportunities available will continue to be relayed at the RTAC meetings.

SP3: The regional IP committee will analyze the number and type of programs that directly address the top 3 injuries programs in their region as reported in the Inventory.

- **During the 2024-2026 application period**, the R2N IP committee will continue to analyze data as reported in the inventory and use that data to address the top 3 mechanisms of injury to steer their education initiatives.

SP4: By December 31, 2024, each regional IP committee will identify and address gaps in their regional programs. IP plans will be updated. Progress on this objective will be reported on the Regional Trauma Coordinator's (RTC's) annual report.

- **By December 31, 2024**, the R2N IP work plan will be reviewed, and any identified gaps will be updated.

SP5: By January 1, 2025, MDHHS Systems of Care Section staff will educate the STAC, Regional Trauma Networks (RTNs), Injury Prevention Committees, and their hospital representatives about this plan; how the components of the plan are interconnected, how the plan is integrated into existing work, and how the work will be reported.

- **By January 2025**, Region 2N Trauma Coordinator will update IP, RTN, RTAC, and RPSRO on Systems of Care as information becomes available.

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SP6: By December 31, 2025, each regional IP committee will report on injury prevention outcome data for at least one implemented program. This will be recorded in the Region's Annual Report

- **By December 31, 2025,** IP outcome data will be available for at least one of the top mechanisms of injury initiatives and will be added to the RTCs annual report.

Injury Prevention:

325.135 (2) 203.5	The RTN has developed implemented and updated a written injury prevention plan. The injury prevention plan is data driven and targeted programs are developed based upon high injury risk areas. Specific goals with measurable objectives are incorporated into the injury prevention plan.	0. Not known. 1. There is no written plan for coordinated injury prevention programs within the region. 2. Although the RTN has a written injury prevention and control plan, it is not fully implemented. There are multiple injury prevention programs within the region that may compete with one another, or conflict with the goals of the regional trauma system, or both. 3. There is a written plan for coordinated injury prevention programs within the region that is linked to the regional trauma system plan, and that has goals and time-measurable objectives. 4. The regional injury prevention and control plan is being implemented in accordance with established objectives, timelines and the region is collecting data. 5. The injury prevention plan is being implemented in accordance with established timelines. Data concerning the effectiveness of the injury prevention programs are being collected and are used to validate, evaluate, and modify the program.
Michigan Trauma System Strategic Plan 2024-2029	The plan reflects the State of Michigan Trauma System Injury Prevention Plan (2021) The plan will address partnerships, integration with national programs, and program evaluation	

R2N - Objectives for indicator 203.5:

1. **By December 31, 2026,** future epidemiological data will also provide more detailed data on the etiology of the most common causes of injuries i.e., the causes of traumatic brain injury, the most common injuries associated with falls, ground level and other types.

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2. **During the 2024-2026 application period**, an annual review of the Injury Prevention Plan will be conducted to identify programs targeted towards high injury risk areas.

State of Michigan Strategic Plan 2024-2029 objectives:

SP7: By December 31, 2025, assess and report on the level of integration of national evidence-based injury prevention programs in the public health and the trauma system i.e., include Safe Kids programs, Tai Chi, and Matter of Balance for fall prevention, Think First for safe teen driving, and DNR hunter and gun safety courses.

- **By December 31, 2025**, R2Ns IP committee will be able to assess and report on the level of regional integration of national evidence-based injury prevention programs there are in R2N.

SP8: By December 31, 2025, the RTN supports ongoing, effective collaborations and integration of existing community health programs and injury prevention as documented in the Regional Annual Report.

- **By December 31, 2025**, the RTN will have identified all stakeholders within the existing community health system in R2N and begin to integrate those along with the IP initiatives as documented in the Regional Annual Report.

SP9: By December 31, 2025, The RTNs will work with a minimum of one other local agency on injury prevention education and/or interventions to mitigate a minimum of one of the top 3 injuries in their region. This can be accomplished at the regional or hospital level.

- **By December 31, 2025**, the R2N IP committee will work with one other agency on IP education to mitigate a minimum of one of the top 3 injuries in R2N.

SP10: Before January 1, 2027, the Systems of Care Section will update the epidemiologic data in this plan every 2 - 5 years. Where possible, future data should be broadened from analysis by frequency, sex, age, type and cause of injury, and geography to include race, ethnicity, and gender identity. This will be reported to the Regional Injury Prevention Committees and the STAC

- **Deferred** to the next application cycle.

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Injury Prevention:

<p>N/A</p> <p>207.4</p>	<p>A trauma system public information and education plan exists that heightens public awareness of trauma as a disease, the need for a trauma care system and the prevention of injury. The RTN will promote evidenced based primary injury prevention activities and projects.</p> <p>NOTE RTN ROLE IS TO "PROMOTE"</p>	<p>0. Not known</p> <p>1. There is no written public information and education plan on trauma system or injury prevention and control.</p> <p>2. There is a trauma system public information and education plan, but linkages between programs and implementation of specific objectives have waned.</p> <p>3. There is a trauma system, and injury prevention plans have a linked public information and education component that has specific timetables and measurable goals and objectives.</p> <p>4. The trauma system public information and education plan are being implemented in accordance with the timelines established and agreed on by the stakeholders and coalitions.</p> <p>5. The trauma system public information and education plan are being implemented in accordance with the timelines. Data concerning the effectiveness of the strategies are used to modify the plan and programs.</p>
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R2N - Objectives for indicator 207.4:

1. **By December 31, 2025**, the RTN, in collaboration with the Injury Prevention Subcommittee, will identify and develop various methods to consistently share injury prevention, education, and outreach opportunities to the public. This may be accomplished by collaboration with regional or state entities.

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Operations and Clinical

Trauma System Communications Benchmark: The regional trauma system is supported by a coordinated communication system linking and integrating hospitals, life support agencies, the EMS system, and the Regional Trauma Network.

Communications:

Admin Rule HRSA #	Indicator	Score
325.132 (3) (c) (ii) (B) 302.10	<p>There are established procedures for EMS and trauma system communications for major EMS events or multiple jurisdiction incidents-that are effectively coordinated with the overall regional response plans.</p> <p>This is directed as communications during a Mass Casualty Incident</p>	<p>0. Not known.</p> <p>1. There are no written procedures for regional EMS and trauma systems communications for major EMS events or multiple jurisdiction incidents.</p> <p>2. Local medical control authorities have written procedures for EMS communications during major events. However, there is no coordination among the adjacent local jurisdictions.</p> <p>3. There are written regional EMS communications procedures for major EMS events. These procedures do not involve other jurisdictions and are not coordinated with the overall regional response plans or incident management system.</p> <p>4. There are written regional EMS communications procedures for major EMS events and multiple jurisdiction incidents that are coordinated with adjacent jurisdictions, with the overall regional response plan and with the incident management system.</p> <p>5. There are written regional EMS communications procedures for major EMS events and multiple jurisdiction incidents that are coordinated with the overall regional response plan and with the incident management system. There are one or more system redundancies. These procedures are regularly tested in simulated incident drills, and changes are made in the procedures based on drill results, if needed.</p>

R2N - Objectives for indicator 302.10:

- 1. During the 2024-2026 application period,** the RTN will continue to monitor regional EMS communication procedures for major EMS (mass casualty) events that are multijurisdictional and coordinated with the incident management system. Building off the eBridge communications platform in R2N specific to mass casualty notification, coordinated communication may already exist.

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Communications continued:

<p>325.132 (3) (c) (ii) (B) 302.9</p>	<p>There is a procedure for communications among medical facilities when arranging for inter-facility transfers including contingencies for radio or telephone system failure.</p> <p>This is directed at a failure in hospital communications systems, which effects the ability to relay information to receiving facilities regarding interfacility transfers.</p>	<p>0. Not known. 1. There are no specific communications plans or procedures to ensure communication among medical facilities when arranging for inter-facility patient transfers. 2. Inter-facility communication procedures are generally included in patient transfer protocols for each medical facility but there is no regional procedure. 3. There are uniform, regional communication procedures for arranging patient transfers, but there are no redundant procedures in the event of communication system failure. 4. There are uniform, regional communication procedures for arranging patient transfers and there are redundant procedures in the event of communication system failure. 5. There are uniform, regional communication procedures for arranging patient transfers and there are redundant procedures in the event of communication system failure. The effectiveness of these procedures is regularly reviewed, and changes made based on the performance review, if needed.</p>
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R2N - Objectives for indicator 302.9:

1. **By December 31, 2025**, the RTN, with the assistance of the RTAC, will identify if there is linkage between inter-facility communication procedures and EMS patient transfer protocols.
2. **During the 2024 to 2026 application period**, the RTN, with the assistance of the RTAC, will monitor and ensure that the plan is working and any necessary corrective actions that are identified will be implemented.

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Infrastructure Benchmark: The regional trauma infrastructure consists of membership, governance, medical oversight, policies, procedures and protocols that support the regional trauma system.

Infrastructure:

Admin Rule HRSA #	Indicator	Score
325.132 (3) (c) (ii) (E) 302.1	There is well- defined regional trauma system medical oversight integrating the needs of the trauma system with the medical oversight of the overall EMS system.	0. Not known. 1. Medical oversight of EMS providers caring for trauma patients is provided by local medical control authorities but is outside of the purview of the regional trauma system. 2. EMS and trauma medical directors collaborate in the development of protocols for pre-hospital providers providing care to trauma patients. 3. The RTN has adopted state approved regional trauma protocols. 4. The regional trauma system has integrated medical oversight for pre-hospital providers and evaluates the effectiveness of both on-line and off-line medical control. 5. The EMS and regional trauma system fully integrate the medical oversight processes and regularly evaluate program effectiveness by correlating data with optimal outcomes. Pre-hospital EMS providers from the region are included in the development of medical oversight procedures.

R2N - Objectives for indicator 302.1:

- 1. During the 2024-2026 application period,** the RTN, in conjunction with local medical control authorities (MCA's), regional EMS providers, EMS medical directors, and the RPSRO will strive for optimal outcomes base on program effectiveness using correlating data.

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Infrastructure continued:

<p>325.132 (3) (c) (ii) (E) 302.2 Michigan Trauma System Strategic Plan 2024- 2029</p>	<p>There is a clearly defined, cooperative, and ongoing relationship between regional trauma physician leaders and the EMS system medical directors in the region.</p> <p>Develop and implement a process for trauma stakeholders to discuss and plan data driven interventions for issues related to triage, communication, treatment, transport, and protocols</p>	<p>0. Not known. 1. There is not formally established, ongoing relationship between the individual trauma medical directors and the EMS system medical directors. There is no evidence of informal efforts to cooperate or communicate. 2. There is no formally established, ongoing relationship between the individual trauma medical directors and the EMS system medical directors. However, the trauma medical directors and EMS medical directors informally communicate to resolve problems and coordinate efforts. 3. Trauma medical directors or designated trauma representatives participate in EMS oversight through participation in local medical control authority meetings. However, there is no formal written relationship. 4. There is a formal, written procedure delineating the responsibilities of individual trauma center medical directors and EMS system medical directors that specifies the formal method for cooperation. However, implementation is inconsistent. 5. There is a formal, written procedure delineating the responsibilities of individual trauma center medical directors and EMS system medical directors that specifies the formal method for cooperation. There is written documentation (minutes) indicating this relationship is regularly used to coordinate efforts.</p>
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R2N - Objectives for indicator 302.2:

1. **During the 2024 to 2026 application period**, the RTN trauma medical directors and/or appointees will demonstrate active participation in regional medical oversight and will build upon relationships with the local MCAs through participation in local MCA regular meetings as evidenced by attendance rosters and meeting minutes to show coordination of efforts.

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Infrastructure continued:

<p>325.135 (6) (c) 303.2</p>	<p>The regional trauma network plan should ensure that the number, levels, and distribution of trauma facilities are communicated to all partners and stakeholders. The RTN should develop procedures to ensure that trauma patients are transported to an appropriate facility that is prepared to provide care.</p> <p>This indicator is directed at the process for diversion of a trauma patient from a hospital</p>	<p>0. Not known. 1. There is no regional plan to identify the number, levels, and distribution of trauma facilities. There is no regional diversion protocol. 2. There is a regional system plan and a diversion protocol, but they do not identify the number, levels or distribution of trauma facilities in the region. The plan and protocol are not based on available data. 3. There is a regional system plan and a diversion protocol that identifies the number, levels and distribution of trauma facilities. System updates using available data not routine. 4. There is a regional system plan and a diversion protocol that identifies the number, levels and distribution of trauma facilities based on available data. However, the regional plan and diversion protocol is not used to make decisions about trauma facility designations. 5. There is a regional system plan that identifies the number and levels of trauma facilities. The plan is used to make decisions about trauma center diversion procedures. The plan accounts for facility resources and geographic distribution, population density, injured patient volume, and transportation resource capabilities and transport times. The plan is reviewed and revised periodically.</p>
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R2N - Objectives for indicator 302.2:

1. **During the 2024 to 2026 application period**, the RTN with the cooperation of the RPSRO and RTAC, will use registry and biospatial® data to assess field triage and destination decision making for pediatric and adult patients. This data will be used to make decisions about trauma center diversion procedures regionally.

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Infrastructure continued

<p>325.136 (d)</p> <p>303.4</p>	<p>When injured patients arrive at a medical facility that cannot provide the appropriate level of definitive care, there is an organized and regularly monitored system to ensure the patients are expeditiously transferred to the appropriate, system defined trauma facility.</p> <p>This indicator is directed at the process for interfacility transfers of a trauma patient</p>	<p>0. Not known</p> <p>1. There is no system to regularly review the conformity of interfacility transfers within the trauma system according to pre-established procedures.</p> <p>2. There is a fragmented system, usually event based, to monitor the interfacility transfer of trauma patients.</p> <p>3. The system for monitoring interfacility transfers is new, the procedures are in place, but training has yet to occur.</p> <p>4. There is an organized system of monitoring interfacility transfers within the trauma system.</p> <p>5. The monitoring of interfacility transfers of trauma patients has been integrated into the overall program of system performance improvement. As the system identifies issues for correction, a plan of action is implemented.</p>
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R2N- Objectives for indicator 303.4:

- **By December 31, 2025**, the RTN, with the assistance of the RPSRO, will develop a system to collect data that will allow for the monitoring of interfacility transfers.

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Infrastructure continued:

<p>325.135 (6) (b) 302.6</p>	<p>There are mandatory system-wide prehospital triage criteria to ensure that trauma patients are transported to an appropriate facility based on their injuries. These triage criteria are regularly evaluated and updated to ensure acceptable and system-defined rates of sensitivity and specificity for appropriately identifying the major trauma patient.</p> <p>This indicator is directed at the process for prehospital triage of trauma patients</p>	<p>0. Not known 1. There are no mandatory universal triage criteria to ensure trauma patients are transported to the most appropriate hospital. 2. There are differing triage criteria guidelines used by different providers. Appropriateness of triage criteria and subsequent transportation are not evaluated for sensitivity or specificity. 3. Universal triage criteria are in the process of being linked to the management information system for future evaluation. (biospatial) 4. The triage criteria are used by all prehospital providers. There is system-wide evaluation of the effectiveness of the triage tools in identifying trauma patients and in ensuring that they are transported to the appropriate facility. 5. System participants routinely evaluate the triage criteria for effectiveness. There is linkage with the trauma system, and sensitivity and specificity (over- and under-triage rates) of the tools used are regularly reported through the trauma lead authority. Updates to the triage criteria are made as necessary to improve system performance.</p>
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R2N - Objectives for indicator 302.6:

1. **During the 2024-2026 application period**, appropriate prehospital triage of trauma patients will be evaluated, reported, and modified as indicated, using the biospatial® software application.

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Infrastructure continued:

<p>325.135 (6)</p> <p>303.1</p> <p>Michigan Trauma System Strategic Plan 2024-2029</p>	<p>The regional trauma plan has clearly defined the roles, resources and responsibilities of all acute care facilities treating trauma, and of facilities that provide care to specialty populations (burns, pediatrics, other).</p> <p>Demonstrate collaborative, integrated, functioning system of care in Michigan.</p>	<p>0. Not known.</p> <p>1. There is no regional plan that outlines roles, resources and responsibilities of all acute care facilities treating trauma and/or of facilities providing care to specialty populations.</p> <p>2. There is a regional trauma system plan, but it does not address the roles, resources and responsibilities of licensed acute care facilities and/or specialty care facilities.</p> <p>3. The regional trauma plan addresses the roles, resources and responsibilities of licensed acute care facilities (hospitals) only, not spinal cord injury, pediatrics, burns or others.</p> <p>4. The regional trauma plan addresses the roles, resources and responsibilities of licensed acute care facilities and specialty care facilities.</p> <p>5. The regional trauma plan clearly defines the roles, resources and responsibilities of all acute care facilities treating trauma within the region. Specialty care services are addressed within the plan, and appropriate policies and procedures are implemented and tracked.</p>
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R2N - Objectives for indicator 303.1:

1. **During the 2024-2026 application period**, the regional trauma plan will be continually assessed assuring it is clearly defining roles, resources and responsibilities of all acute care facilities treating trauma patients within the region to include the addition of free-standing emergency care facilities.

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Infrastructure continued:

<p>325.132 (3) (c) (ii) (E) 208.2</p> <p>Michigan Trauma System Strategic Plan 2024-2029</p>	<p>The incident management and trauma systems have formal established linkages for system integration and operational management.</p> <p>This is directed at the Trauma Network’s collaboration/integration with the Regional Healthcare Coalition including planning, and participation in exercises.</p>	<ol style="list-style-type: none"> 0. Not known 1. There are no formal established linkages for system integration or operational management between the incident management and trauma systems. 2. There are limited linkages or interfaces between the incident management and trauma systems specific to mass casualties. 3. Plans are in place for both incident management and trauma system linkage. Integration is beginning, and cooperation within the multidisciplinary groups is occurring. Draft policies are being reviewed, and operational management strategies are being aligned. 4. There is evidence of program linkages between the incident management and trauma systems. Operational management guidelines exist and are routinely evaluated and tested. 5. Strong program linkages and interfaces are present. The incident management and trauma systems are well integrated, and operational procedures have been implemented, tested, and evaluated. System participants meet regularly and are familiar with the operational plans of both areas. Data from the trauma system and from the incident management system are shared.
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R2N - Objectives for indicator 208.2:

1. **During the 2024-2026 application period**, the RTN, with the direction of the local MCA’s and their medical director’s will continue to collaborate with the Regional Healthcare Coalition to monitor, evaluate, and test the linkage between trauma and the incident management systems.
2. **By December 31, 2026**, the RTN will have sharing of information between the trauma system and the incident management system i.e., EMResource, to improve operational management.

State of Michigan Strategic Plan 2024-2029 objectives:

SP14: By December 31, 2026, the regions will track all trauma transfers to assess the root cause of delays, overall function, and resource utilization. The following should be considered: time of decision to transfer, time of acceptance at receiving facility, time bed assigned at receiving facility, time EMS called, and time of EMS arrival for transport. Issues and challenges related to patient transfers including transfer guidelines and

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procedures, lack of or limited monitoring of ED dwell times, failure to report trends to the RPSRO will be monitored and strategies to address will be put into place.

- **By December 31, 2026**, R2N RTN, with the cooperation of the RPSRO will develop a tool to track data related to patient transfer. This tool may include, but not be limited to, time of decision to transfer, time of acceptance at receiving facility, time bed assigned at receiving facility, time EMS called, and time of EMS arrival for transport.

SP15: By December 31, 2028, the Department will put into place plans, policies, tools, and tracking methods for patient transfers to ensure trauma patients are moved appropriately and expeditiously.

- **Deferred** until next application period.

SP16: By December 31, 2029, the Department will develop tools and processes to measure the components of the system; including medical oversight of trauma triage, communication, treatment, and transport, probabilistic links Mi-EMSIS and trauma registry data, a formal method to monitor, track and trend patient transfers in the system, develop a standardized practice to identify and review deviations in protocols, guidelines, and care.

- **Deferred** until next application period.

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State of Michigan Strategic Plan 2024-2029 objectives:

SP17: By Dec 31, 2029, develop with input from rehabilitation partners, metrics that capture and report functional outcomes.

- **Deferred** until next application period.

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Leadership, System Assessment and Data

Regional Performance Improvement Benchmark: The RTN/RTAC uses system data to evaluate system performance and regularly reviews system performance reports to develop regional policy.

Regional Performance Improvement:

Admin Rule HRSA #	Indicator	Score
325.134 (4) 206.1 Michigan Trauma System Strategic Plan 2024- 2029	<p>The RTN uses data reports to evaluate and improve system performance.</p> <p>This refers to any data reports and the RPSRO inventory, and a comprehensive system inventory that informs the RTN on system functioning</p>	<p>0. Not known.</p> <p>1. The RTN does not generate trauma data reports for evaluation and improvement of system performance.</p> <p>2. Some general trauma system information is available to stakeholders, but it is not consistent or regular.</p> <p>3. Regional data reports are done on an annual basis but are not used for decision-making and/or evaluation of system performance.</p> <p>4. Routine reports are generated using regional trauma data and other databases so that the system can be analyzed, standards evaluated, and performance measured.</p> <p>5. Regularly scheduled reports are generated from regional trauma data and are used by the stakeholder groups to evaluate and improve system performance effectiveness.</p>

R2N - Objectives for indicator 206.1:

1. **During the 2024-2026 application period**, the RPSRO in will continue to evaluate inventory data and develop additional methodologies to improve system performance.

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Regional Performance Improvement continued:

<p>325.135 (6)</p> <p>302.5</p> <p>New Indicator</p>	<p>The retrospective medical oversight of the EMS system for trauma triage, communications, treatment, and transport is closely coordinated with the established performance improvement processes of the trauma system.</p>	<p>0. Not known</p> <p>1. There is no retrospective medical oversight procedure for trauma triage, communications, treatment, and transport.</p> <p>2. There is a retrospective medical oversight procedure for trauma triage, communications, treatment, and transport by both the trauma system and the EMS system, but the two processes are in conflict with each other or use different review criteria.</p> <p>3. There is a retrospective medical oversight procedure for trauma triage, communications, treatment, and transport by the performance improvement processes of the trauma system or by the EMS system; however, this procedure is not coordinated.</p> <p>4. By the performance improvement processes of the trauma system, there is retrospective medical oversight for trauma triage, communications, treatment, and transport that is coordinated with the EMS system retrospective medical direction, or by performance improvement processes of the EMS system that are coordinated by the trauma system.</p> <p>5. There is retrospective medical oversight of the trauma triage, communications, treatment, and transport that is coordinated with the EMS system retrospective medical direction. There is evidence this procedure is being regularly used to monitor system performance and to make system improvements.</p>
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R2N - Objectives for indicator 302.5:

1. **By December 31, 2024**, the EMS and Trauma system performance improvement will retrospectively be evaluated, monitored, and modified as indicated, using the biospatial® software application.
2. **By December 31, 2025**, the RPSRO will have set data reports through biospatial® that will allow for retrospective evaluations of trauma triage, communications, treatment, and transportation.

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Regional Performance Improvement continued:

325.136 (d) 303.4	There is a regional trauma bypass protocol that provides EMS guidance for bypassing a trauma care facility for another more appropriate trauma care facility.	<ul style="list-style-type: none"> 0. Not known. 1. There is no regional trauma bypass protocol to provide pre-hospital guidance about when to bypass an acute care facility for a more appropriate facility. 2. There is a regional bypass protocol that allows bypass of an acute care facility but does not provide guidance for what the more appropriate facility may be. 3. There is a regional bypass protocol that provides EMS guidance for bypassing an acute care facility for a more appropriate trauma care facility and provides guidance on the levels of each facility in the region. 4. There is a regional bypass protocol that allows bypass of an acute care facility and provides guidance on what the most appropriate facility is based on the patient's injury. 5. The regional bypass protocol clearly defines the process for bypassing an acute care facility for another trauma facility more appropriate for the patient's injuries. Incidents of trauma facility bypass are tracked and reviewed regularly, and protocol revisions are made as needed.
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R2N - Objectives for indicator 303.4:

1. **By December 31, 2025**, the RTN in collaboration with the RPSRO, will utilize Biospatial® to develop a trauma bypass tracking, review, and protocol revision process.

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Regional Performance Improvement continued:

N/A 105.7	An assessment of the needs of the general medical community, including physicians, nurses, pre-hospital care providers, and others, concerning trauma system information, has been conducted.	0. Not known 1. There is no routine or planned contact with the broad medical community. 2. Plans are in place to provide information to the broad medical community in response to a particular trauma system event or issue. 3. The broad medical community has been formally asked about what types of information would be helpful in reporting on trauma cases and issues. 4. Information resources for the general medical community have been developed, based on the stated needs of the general medical community; general medical community representatives are included in trauma system informational events. 5. In addition to routine contact, the broad medical community is involved in various oversight activities such as local, regional, and State trauma advisory councils.
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R2N - Objectives for indicator 105.7:

1. **By December 31, 2025**, the RTAC will develop a tool to assess what types of information would be helpful in reporting on trauma cases and issues for the general medical community to include physicians, nurses, pre-hospital care providers and others.
2. **During the 2024 to 2026 application period**, the RTAC will assess the general medical community concerning preferences for updates related to trauma system information and educational opportunities.

State of Michigan Strategic Plan 2024-2029 objectives:

SP18: By December 31, 2025, conduct a STAC approved comprehensive system inventory in each region that informs the Regional Trauma Networks on system functioning and continue dialogue with the regions to ensure the inventory meets state-wide analysis needs.

- **By December 31, 2025**, a STAC approved system inventory informing R2Ns RTN on system functioning to ensure the inventory is meeting the region's needs.

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SP19: By December 31, 2026, refine the process that informs the STAC and the Department of the identified gaps and strategies originating in the eight (8) geographical RPSROs.

- **By December 31, 2026**, R2N will assess the process that informs STAC and the Department related to identified gaps and strategies specific to R2N.

SP20: Through December 31, 2029, annually report data from the trauma registry including, but not limited to, age, gender, top mechanisms of injury, injury severity score (ISS) mortality, health equity, and special populations. Use the data to guide the strategic plan initiatives, injury prevention projects and regional trauma networks' workplans.

- **Deferred** until next application period.

SP21: By December 31, 2029, build on collaborations with injury prevention partners regarding injury surveillance and reporting as evidenced by fact sheets, web links, participation in meetings and projects.

- **Deferred** until next application period.

SP22: Through December 31, 2029, monitor and assess the state-wide trauma system as evidenced by biannual Regional Professional Standards Review Organization (RPSRO) Inventories and other assessment tools which collect system metrics identified in the Administrative Rules.

- **Deferred** until next application period.

SP23: By Dec. 31, 2029, monitor, and assess and participate in any after action discussion related to any trauma system response to MCI including any potential barriers i.e., silos.

- **Deferred** until next application period.

SP24: By Dec 31, 2029, inform the STAC of any after action items requiring their input including initiatives, education, training to support trauma system response to MCI.

- **Deferred** until next application period.

SP25: By December 31, 2026, there is documented evidence in the Region's Annual Report of a plan to address a minimum of one identified gap or opportunity in the following year.

- **By December 31, 2026**, the Region's Annual Report will identify a gap or opportunity to address for the following year.

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Trauma Education

Trauma Education Benchmark: The regional trauma network ensures a competent workforce through trauma education standards.

Trauma Education:

Admin Rule HRSA #	Indicator	Score
325.132 (3) (C) (ii) (D) 310.(3)(4)(6)	The regional trauma network establishes and ensures that appropriate levels of EMS, nursing and physician trauma training courses are provided on a regular basis.	0. Not known. 1. There are no regional trauma training guidelines for EMS personnel, nurses or physicians who routinely care for trauma patients. 2. There are regional trauma training standards for EMS personnel, nurses and physicians but there is no requirement for course attendance. 3. There are regional trauma training requirements for EMS personnel, nurses and physicians written into the regional trauma system plan. 4. There are trauma training requirements for EMS personnel, nurses and physicians written into the regional trauma system plan and all personnel providing trauma patient care participate in trauma training. 5. All regional trauma care providers receive initial and ongoing trauma training, including updates in trauma care, continuing education, and certifications, as appropriate.

R2N - Objectives for indicator 310. (3)(4)(6):

- 1. During the 2024-2026 application period,** the RTN, with the RTAC education subcommittee, will continue to regularly review the initial and ongoing education that all trauma care providers receive, to include updates in trauma care, continuing education, and certifications as appropriate.

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

Trauma Education continued:

<p>325.132 (3) (C) (ii) (D) 310.10</p>	<p>As new protocols and treatment approaches are instituted within the regional trauma system, structured processes are in place to inform or educate all personnel of those changes in a timely manner.</p>	<p>0. Not known 1. The region has no process in place to inform or educate all personnel on new protocols or treatment approaches. 2. The region has developed a process to inform or educate all personnel on new protocols or treatment approaches, but it has not been tried or tested. 3. The region has a process in place to inform or educate all personnel on new protocols or treatment approaches as system changes are identified. 4. The region has a <i>structured</i> process in place to <i>routinely</i> inform or educate all personnel on new protocols or treatment approaches. 5. The region has a structured process to educate all personnel on new protocols or treatment approaches in a timely manner, and there is a method to monitor compliance with new procedures as they are introduced.</p>
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R2N - Objectives for indicator 310.10:

- **During the 2024-2026 application period**, R2N RTN will continue to monitor and assess the structured process used by the regions Medical Control Authorities to educate all personnel on new protocols or treatments in a timely manner to show compliance with new procedures.

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Trauma Education continued:

<p>N/A</p> <p>207.4</p> <p>Michigan Trauma System Strategic Plan 2024-2029</p>	<p>A trauma system public information and education plan exists that heightens public awareness of trauma as a disease, the need for a trauma care system and the prevention of injury. The RTN will promote education and training about the plan, how the plan components are interconnect, how the plan is integrated into existing work and how the plan will be reported.</p> <p>NOTE RTN ROLE IS TO “PROMOTE”</p>	<p>0. Not known</p> <p>1. There is no written public information and education plan on trauma system or injury prevention and control.</p> <p>2. There is a trauma system public information and education plan, but linkages between programs and implementation of specific objectives have waned.</p> <p>3. There is a trauma system, and injury prevention plans have a linked public information and education component that has specific timetables and measurable goals and objectives.</p> <p>4. The trauma system public information and education plan are being implemented in accordance with the timelines established and agreed on by the stakeholders and coalitions.</p> <p>5. The trauma system public information and education plan are being implemented in accordance with the timelines. Data concerning the effectiveness of the strategies are used to modify the plan and programs.</p>
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R2N - Objectives for indicator 207.4:

- **By December 31, 2024**, the RTN, in collaboration with the Injury Prevention Subcommittee, will identify and develop various methods to consistently share injury prevention, education, and outreach opportunities to the public. This may be accomplished by collaboration with regional or state entities.

State of Michigan Strategic Plan 2024-2029 objectives:

SP26: By October 31, 2025, through the regional PI process, RPSRO feedback, member organization and stakeholder feedback, and Michigan Information System (MIS) data, the education needs of trauma, stroke and STEMI providers will be identified. The level of trauma, stroke, and STEMI centers and urban versus rural centers should be considered. There is evidence that these needs are addressed in the Region’s annual report and are re-assessed annually.

- **By December 31, 2025**, R2N will have a fully identified resource guide of facility capabilities that will guide regional destination protocol. The data obtained from

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

stakeholders and department resources will be addressed in the regional annual report.

SP27: By December 31, 2025, the region will assess the availability of training opportunities. The purpose is to identify educational gaps. A regional profile will be reported, and opportunities identified in the Region's Annual Report.

- **By December 31, 2026**, R2N will assess and develop an educational opportunity guide based on identified educational gaps.

SP28: By December 31, 2026, each region will promote evidence-informed injury prevention activities and/or projects as evidenced by the implementation of:

- A regional annual community event to correlate with trauma awareness month. [May]
 - Identify topics and talking points, through collaboration with existing resources and agencies, to increase public awareness that trauma is a preventable disease.
 - Level 1 and 2 trauma centers will provide leadership for Regional IP activities working in collaboration with the level III and IV.
- **During the 2024-2026 application period**, R2Ns IP committee will continue injury prevention collaboration amongst the region's facilities to increase public awareness that trauma is a preventable disease and continue to provide leadership and mentorship for the level III and IV centers.

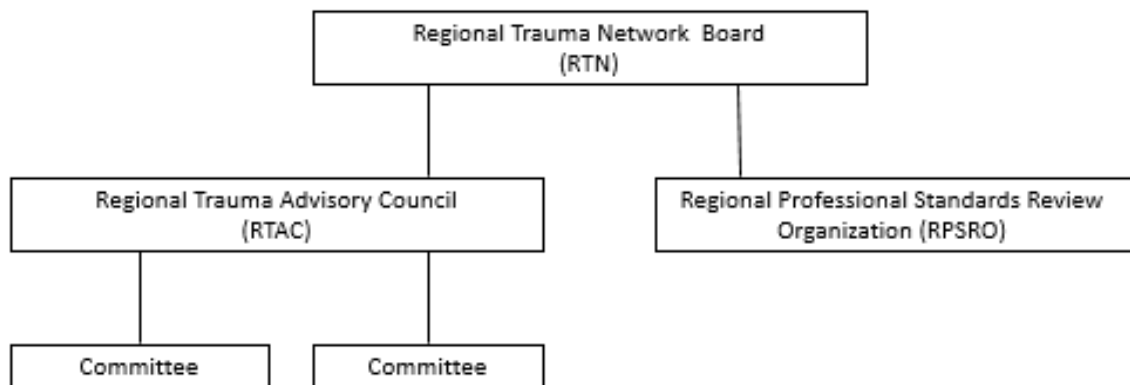
NOTE: SP 11-13 Deferred to next application period.

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

Regional Trauma Network Application Checklist

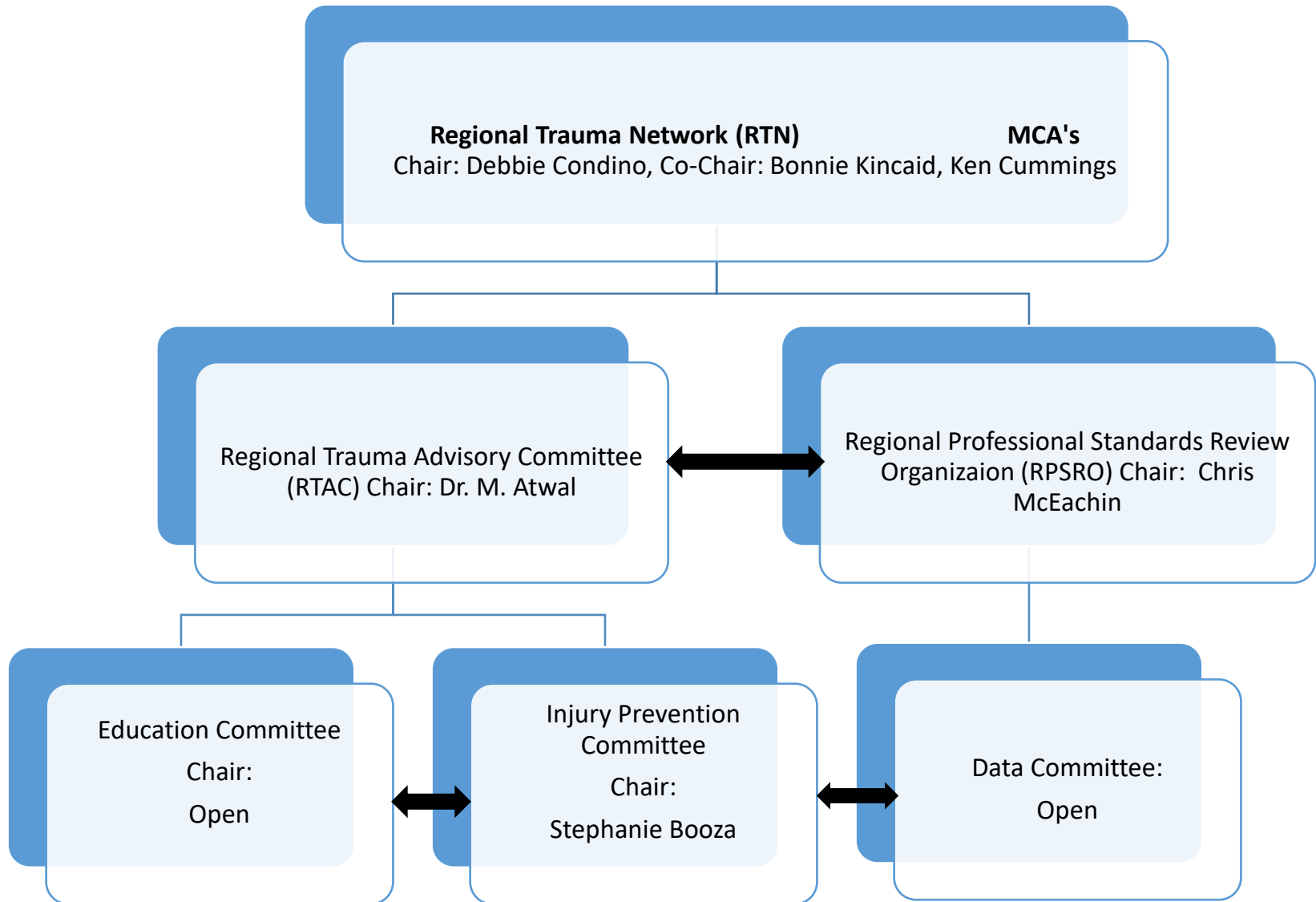
Ensure that all items on the checklist below are included in the application package.

- Bylaws:** Include a copy of the Regional Trauma Network bylaws with the application. Ensure that the bylaws are consistent with the new State of Michigan trauma bylaws template. Any deviation from the current template must be approved by the department.
- RTN Work plan:**
 - Each indicator in the assessment has been scored (circle or check).
 - At least one SMART objective is written for each of the indicators.
- RTN organizational chart:** Sample below



- Signature page of the RTN Leadership and Governance document:** Signed by Regional Trauma Network Leadership

Region 2 North-Trauma Organizational Structure



REGION 2 - NORTH NETWORK APPLICATION 2024-2026

By signing I confirm I understand the roles, responsibilities outlined in this application and support Region _____ trauma system development outlined here.

MCA	Name (Signature)	Title	Date
Oakland	Bonnie Kincaid	Executive Director	
Macomb	Debbie Condino	Executive Director	
St. Clair	Ken Cummings	Executive Director	

Please attach your organization chart and bylaws and include the original of this page with the RTN application.

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REGION 2N TRAUMA NETWORK BYLAWS

ARTICLE I NAME, COVERAGE AREA

- Section 1. NAME: the name of the Organization shall be the Region **2N** Trauma Network (referred to herein as the “Network”).
- Section 2. COVERAGE AREA: The Region **2N** Trauma Network area comprises the counties of: (**Macomb, Oakland, St. Clair**).

ARTICLE II PURPOSE

- Section 1. PURPOSE: The purposes for which the Network is formed are:
- A. To develop an all-inclusive Regional Trauma Network for the three (3) counties designated as Region **2N** by the Michigan Department of Health and Human Services (referred to hereafter as the “Department”) Bureau of Emergency Preparedness, EMS and Systems of Care - EMS and Systems of Care Section pursuant to Section 20910(l) of the Public Health Code and subsequent Departmental Rules 325.125-138 titled “Statewide Trauma System”.
 - B. To establish a coalition of Medical Control Authorities, hospitals, physicians, transporting pre-hospital life support agencies, and other stakeholders to strengthen trauma services within the network area, as defined and prescribed by the Department in the Michigan Statewide Trauma System rules, including the appointment of a Regional Trauma Advisory Council and a Regional Professional Standards Review Organization.
 - C. To develop a Regional Trauma Plan, approved by the Department, which addresses all aspects of trauma care services which is designed to reduce morbidity, mortality, and disability associated with trauma including, but not limited to, the following trauma system components:
 - 1. Injury prevention
 - 2. Communications
 - 3. Infrastructure
 - 4. Regional performance improvement
 - 5. Continuum of care
 - 6. Education
 - D. To provide leadership and synergize the diversity, complexity, and uniqueness of individuals and organizations into a coordinated system for prevention of injury and for the provision of quality care for injured patients.

ARTICLE III

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

ORGANIZATIONAL STRUCTURE

- Section 1. ORGANIZATIONAL STRUCTURE: The Network is comprised of three (3) major branches:
- A. Regional Trauma Network Board (hereafter referred to as the “RTN Board”).
 - B. Regional Trauma Advisory Council (hereafter referred to as the “RTAC”).
 - C. Regional Professional Standards Review Organization (hereafter referred to as the “RPSRO”).

ARTICLE IV **REGIONAL TRAUMA NETWORK BOARD**

- Section 1. PURPOSE: The purpose of the RTN Board is to administer and govern the Network with input from the RTAC.
- Section 2. MEMBERSHIP: The RTN Board shall be composed of at least one (1) representative from each Medical Control Authority (hereafter referred to as the “MCA”) in Region **2N**.
- A. Each MCA shall, (acting through its own governing body) appoint one (1) member(s) to the RTN Board. All MCAs are required to participate in the Regional Trauma Network. R 325.132 Rule 8 (3).
 - B. The MCA representative must be employed as either:
 - a) the MCA medical director
 - b) the MCA assistant medical director
 - c) a Trauma Medical Director (TMD) from one of the MCA member hospitals
 - d) a hospital administrator from one of the MCA member hospitals
 - e) Executive Director of MCA as appointed by the MCA.
 - C. Members must be able to make an informed decision/vote on matters presented to the RTN Board.
 - D. All members are required to attend a minimum of 50% of the RTN Board meetings.
 - E. There will be no “proxies” for the RTN Board meetings and/or RTN Board votes.
 - F. In the event of a member vacancy, the member’s MCA will appoint a successor who meets the conditions in “Section-2” above.
- Section 3. OFFICERS: The Chairperson, Vice-Chairperson, and Secretary (If applicable) are the officers of the RTN Board.

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

- A. Election, Terms, Removal, Resignation, and Vacancies:
 - 1. All officers of the RTN Board shall be elected by a majority vote of the RTN Board.
 - 2. Elected officers of the RTN Board will hold a (3) three-year term which coincides with the SOM fiscal year (October 1 – September 30). The term of office may be renewed at the discretion of the RTN Board.
 - 3. An officer may be removed by an affirmative vote of two thirds of the RTN Board members.
 - 4. Any officer may resign at any time by delivering written notice to the Chairperson. Vacancies occurring in any office at any time will be filled by the RTN Board.

- B. Chairperson:

The Chairperson will preside over all meetings of the RTN Board. In the event of a vacancy in the office of Chairperson, the Vice-Chairperson will automatically succeed to the office of Chairperson until a new Chairperson is elected by the RTN Board.

- C. Vice-Chairperson:

The Vice-Chairperson will report to the Chairperson as instructed by the Chairperson and will perform such duties and have such powers as may from time to time be assigned by the Chairperson. In the absence or disability of the Chairperson, the Vice-Chairperson will perform the duties and exercise the powers of the Chairperson.

- D. Secretary (If applicable):

The Secretary will provide notice of the meetings, distribute meeting materials, and record the minutes of the meetings. The Secretary may delegate any functional duties to another RTN Board member.

Section 4. DUTIES OF THE RTN BOARD:

- A. General Responsibility:

The RTN Board will make certain that all orders and resolutions of the Network are carried into effect and will have the general powers of supervision and management of the Network.

- B. Regional Work Plan and Reports:

The RTN Board is responsible for the development of the Regional Trauma Plan, with input from the RTAC, and which is based on minimum criteria established by the Department.

- C. Establish the Regional Trauma Advisory Council:

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The RTN Board will establish a RTAC, and reserves the right to determine the size, member eligibility, authority and other matters relating to the composition and activities of the RTAC. The recommended makeup of the RTAC is outlined in the section relating to the RTAC.

- D. Establish the Regional Professional Standards Review Organization:
The RTN Board will establish and appoint the membership of the RPSRO, and reserves the right to determine the size, member eligibility, authority and other matters relating to the composition and activities of the RPSRO. The recommended makeup of the RPSRO is outlined in the section relating to the RPSRO.
- E. Subcommittees:
The RTN Board may establish subcommittees as necessary to complete the work in the Regional Trauma Plan.
- F. Delegation of Duties:
The RTN Board may delegate duties to the RTAC, RPSRO, and/or subcommittees as needed.

Section 5: QUORUM:

A quorum for the transaction of business at any meeting of the RTN Board shall require the presence of 66% (two thirds) of the (3) three MCAs representing the Network counties.

Section 6: VOTING AND MAJORITY VOTE:

A simple majority (of votes cast by members present) will constitute an act of the RTN Board.

ARTICLE V REGIONAL TRAUMA ADVISORY COUNCIL

Section 1: PURPOSE:

The functions of the RTAC are to provide leadership and direction in matters related to trauma systems development in their Region and monitor the performance of the trauma agencies and health care facilities within the Region, including, but not limited to, the review of trauma deaths and preventable complications. R 325-127 Rule 3. (h)

Section 2: MEMBERSHIP:

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R 325-127 Rule 3. (h) "Regional trauma advisory council or "RTAC" means a committee established by a regional trauma network and comprised of MCA personnel, emergency medical services (EMS) personnel, life support agency representatives, health care facility representatives, physicians, nurses, and consumers..."

It is the responsibility of each MCA to ensure adequate representation on the RTAC. The RTAC should consider the following eligible members with the goal of maximizing the Network's constituents:

- A. Medical Director or Assistant Medical Director of each MCA within the Network.
- B. MCA Board member.
- C. Trauma Director from each verified trauma facility and each facility actively seeking verification within the Network.
- D. Trauma Program Manager from each designated trauma facility and each facility actively seeking verification within the Network.
- E. Trauma Registrar from each verified trauma facility and each facility actively seeking verification within the Network.
- F. Trauma Nurse Representative from each verified trauma facility and each facility actively seeking verification within the Network.
- G. Trauma Outreach and Prevention Coordinator from each verified trauma facility and each facility actively seeking verification within the Network.
- H. Emergency Department Physician representative from each licensed hospital and or facility.
- I. Emergency Department Nurse representative from each licensed hospital within the Network.
- J. Life Support Agency and EMS Personnel representatives as appointed by each MCA in the Network, to include as an example:
 - 1. Protocol Committee/Advisory Committee Chairperson.
 - 2. EMS Personnel Representative.
 - 3. Life Support Agency Representative.
 - 4. EMS Communication/EMD representative.
- K. Consumer representative not affiliated with the EMS or Hospital systems.

Section 3: OFFICERS: The Chairperson, Vice-Chairperson, and Secretary (If applicable) are the officers of the RTAC.

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

- A. Election, Terms, Removal, Resignation, and Vacancies:
 - 1. All officers of the RTAC shall be elected by a majority vote of the RTAC.
 - 2. Elected officers of the RTAC will hold a (3) three-year term which coincides with the SOM fiscal year (October 1 – September 30). The term of office may be renewed at the discretion of the RTAC.
 - 3. An officer may be removed by an affirmative vote of three quarters of the RTAC members.
 - 4. Any officer may resign at any time by delivering written notice to the Chairperson. Vacancies occurring in any office at any time will be filled by the RTAC.

Section 4: DUTIES OF THE RTAC:

- A. Develop and make recommendations to the RTN Board regarding the Regional Trauma Network's Trauma System Plan.
- B. Support and provide expertise to the implementation of the Regional Work Plan.
- C. The RTAC may delegate responsibility for Regional Work Plan related activities to the sub-committees as needed.
- D. The RTAC has the authority to approve or return for reconsideration to a sub-committee, sub-committee recommendations for the Regional Work Plan.
- E. The RTAC is responsible for the review of trauma deaths and preventable complications.

Section 5: QUORUM:

A quorum for the transaction of business at any meeting of the RTAC shall require the presence of more than 50% of the appointed membership.

Section 6: VOTING AND MAJORITY VOTE:

- A. The secretary (If applicable) will conduct a roll call of voting members on matters of the RTAC.
- B. Each MCA is responsible for submitting the names of the voting members to the RTAC. Each MCA member (Hospital/Facility) will have:
 - a) one (1) voting member
 - b) one (1) alternate voting member identified at the beginning of the RTAC meeting.
- C. A simple majority (one more than 50% of votes cast by voting members present) will constitute an act of the RTAC.

ARTICLE VI REGIONAL PROFESSIONAL STANDARDS REVIEW ORGANIZATION

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

Section 1: PURPOSE:

- A. The Regional Professional Standards Review Organization or RPSRO is a committee established by the regional trauma network for the purpose of improving the quality of trauma care within a recognized trauma region as provided in MCL 331.531 to 331.533 through a documented performance improvement process.
- B. R 325.135 Rule 11(1) requires that each regional trauma network appoint an RPSRO to address the standards referenced in the administrative rules pursuant to R 325.129(l)(e), R 325.129(1)(k), and R 325.135 and to include both adult and pediatric patients.

Section 2: VOTING MEMBERSHIP:

- A. The RPSRO will be comprised of, at a minimum, the following members:
 - 1. One (1) ED Physician representative
 - 2. One (1) Trauma Surgeon representative
 - 3. One (1) Trauma Program Manager/Coordinator
 - 4. Two (2) Advanced Life Support providers
 - 5. One (1) Quality Improvement Coordinator
 - 6. Regional Trauma Board (ex officio)
 - 7. The Regional Trauma Coordinator (ex officio)
- B. Each MCA shall recommend members for the RPSRO in writing to the RTN Board.
- C. The members of the RPSRO shall then be approved through appointment by the RTN Board.
- D. RPSRO members shall serve a two (3) year term.
- E. In addition to the permanent members of the RPSRO, ad hoc members shall be appointed temporarily to serve as subject matter experts when the RPSRO deems necessary.
- F. All RPSRO members and ad hoc members (see "E" above) must have a signed "Data User Agreement" on file with the Department.

Section 3: OFFICERS:

- A. The Chairperson and the Vice Chairperson shall be chosen from RPSRO membership by the RTN Board.
- B. The Regional Trauma Coordinator shall be responsible for meeting notices, agendas, and minutes of the RPSRO.

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

Section 4: DUTIES OF THE RPSRO:

- A. Develop and implement a regional trauma performance improvement program. This program shall include the standards that are incorporated by reference pursuant to R 325.129 Rule 5(1)(e) and R 325.129 Rule 5(1)(k) and include all of the following system components to be evaluated for both pediatrics and adults:
 - 1. Components of the regional trauma plan.
 - 2. Triage criteria and effectiveness.
 - 3. Trauma center diversion.
- B. Monitor, assess, and evaluate the Regional Trauma System to improve trauma care, reduce death and disability, surveillance of injury, and implementation of injury prevention activities.
- C. Deviations from protocols, which are established and adopted by local medical control and approved by the Department for trauma patients, shall be addressed through a documented trauma performance improvement process established by a RPSRO.
- D. Monitor data driven provision of care defined by available data metrics supported by the region, the Statewide Trauma Advisory Subcommittee, and the Department.
- E. Develop an annual process for reporting to the Department a review of all region-wide policies, procedures, and protocols.
- F. Be responsible for the ongoing receipt of information from the Regional Trauma System constituents on the implementation of various components of that Region's Trauma System.
- G. Based upon information received by the Region in the evaluation process, the Region shall annually prepare a report containing results of the evaluation and a performance improvement plan. The report shall be made available to all Regional Trauma System constituents. The Region shall ensure that all trauma facilities participate in this annual evaluation process and encourage all other hospitals that treat trauma patients to participate in the annual evaluation process. The Region shall not release specific information related to an individual patient or practitioner. Aggregate system performance information and evaluation will be available for review.
R 325.135 Rule 11(8)

ARTICLE VII MEETINGS

REGION 2 - NORTH NETWORK APPLICATION 2024-2026

Section 1: OPEN MEETINGS ACT:

All meetings of the RTN Board shall be held in accordance with the "Open Meetings Act" 1976 PA 267, MCL 15.261-15.275.

Section 2: PARLIMENTARY PROCEDURE:

Roberts Rules of Order revised (latest version) will govern all meetings of the Network and to the extent that such rules of order shall not conflict with the statute of the State of Michigan or the Department rules.

Section 3: MEETING FREQUENCY:

The RTN Board shall establish a regular schedule for meetings of the RTN Board, RTAC, and RPSRO. Meetings shall occur at least quarterly (four times per year). The RTN Board may, if it is not a hindrance to managing the regional trauma system, meet less than quarterly. All RTN Board meetings must take place in person, notices follow OMA statute. Evidence of ongoing regional work must be submitted to the department quarterly.

Section 4: MEETING NOTICE:

- A. The RTN Board and RTAC meeting schedule shall be posted to the State of Michigan Trauma website.
- B. The RTN Board Secretary shall send either email or mail notices of meetings at least ten (10) days prior to the scheduled meeting.

Section 5: ELECTRONIC MEETINGS:

Meetings, except for the RTN Board, may be conducted by means of conference, telephone, or other means of remote communication by which all persons participating in the meeting have an opportunity to read or hear the proceedings concurrently.

Section 6: CANCELLATION OF MEETINGS:

A meeting may be cancelled if deemed advisable due to any reason including but not limited to lack of business or inclement weather. The Chairperson or designee will decide if the meeting will be cancelled and then all members and interested parties will be notified by the RTN Secretary by telephone, email or in person. All efforts will be made to make notifications prior to 48 hours of scheduled meeting times. An RTN Board meeting that has been rescheduled must have notice of the new date, time and place posted at least 18 hours before the meeting.

Section 7: ATTENDANCE:

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Meetings are open to all stakeholders as well as the public with the exception of the RPSRO. All motions and business shall be conducted by the current, appointed committee members.

ARTICLE VIII CONFIDENTIALITY

Section 1: **MICHIGAN FREEDOM OF INFORMATION ACT:**

To the extent required by law, the Regional Trauma Network will comply with the Michigan Freedom of Information Act, Public Act 441 of 1976: MCL 15.231 et seq. and redact all personal identifiers or other information pursuant to applicable FOIA exemptions. However, all documents prepared in support of the Network are considered exempt from disclosure thereunder pursuant to MCL §15.243(y).

Section 2: **PATIENT DATA:**

The confidentiality and protection of patient data collected as part of the creation and operation of the trauma system shall be provided and maintained through creation of a Regional Professional Standards Review Organization (PSRO), as provided in the 1967 PA 270, MCL 331.531 to 331.533. Data collected will only be used or disclosed for the purposes described in Part 209 of the Public Health Code and the Michigan Administrative Code R325.22101 through R325.22217. Any other uses or disclosures will be made only as required by applicable laws.

Section 3: **RPSRO MEETINGS EXEMPTION:**

Meetings of the RPSRO and RTAC are not subject to the requirements of the Michigan Open Meetings Act, 1976 PA 267, MCL 15.261 to 15.275.

Section 4: **HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT:**

The RTN Board and the RTAC and its sub-committees shall observe the confidentiality provisions of the Health Insurance Portability and Accountability Act under 45 CFR Part 164, data confidentiality provisions under the code, or as established by the RPSRO.

ARTICLE IX AMENDMENTS

Section 1: **PROPOSALS:**

- A. Proposed amendments to the Bylaws must be presented in written form to the RTN Board at least twenty (20) days in advance of the meeting in which the amendments are to be presented to the membership for discussion. An amendment cannot be voted upon at the same meeting in which it is presented.

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- B. Amendments must be approved by a majority vote of the members of the RTN Board.
- C. Each MCA shall cast only one vote.
- D. All adopted amendments must be submitted to the Department for approval.

Section 2: REVIEW OF BYLAWS:

The bylaws shall be reviewed at least once every three (3) years prior to submitting a request for renewal of the Regional Trauma Network Application”.

**ARTICLE X
CONFLICT OF INTEREST**

Section 1: CONFLICT OF INTEREST:

Any MCA, hospital, or other organization participating in the RTN Board, RTAC or its subcommittees, or the RPSRO with an interest in any matter before the RTN Board, RTAC or its subcommittees, or the RPSRO, or other conflict of interest shall disclose the interest prior to any discussion of that matter at a RTN Board, RTAC and subcommittees, or RPSRO meeting. The representative of such MCA, hospital or other organization shall refrain from participation in the RTN Board, RTAC and subcommittees, or RPSRO action relating to such matter or conflict of interest. The disclosure shall become a part of the minutes of that RTN Board, RTAC and subcommittees, or RPSRO meeting.

The bylaws are approved by the Region **2N** Trauma Network Board on the 12th day of August 2022.

Chairperson

Vice Chairperson