

**Academic and Review Committee
Meeting Minutes – February 13-15, 2013
Anchorage, AK**

CHAIRPERSON		Dan Thomas (NSHC)			
CHAIR-ELECT		Stephannie Christian (TCC)			
SECRETARY-TREASURER		Sheila Stein (Maniilaq)			
RECORDER		Shae Aliu (ANTHC)			
Member/Organization			Member/Organization		
Beverly Davis	Alaska Native Tribal Health Consortium	P	Phyllis Farrell	Norton Sound Health Corporation	P
Deanna Olsen	Bristol Bay Area Health Corporation	P	John Everson	SouthEast Alaska Regional Health Consortium	P
Cyndy Langmeade	Chugachmiut	A	Stephannie Christian	Tanana Chiefs Conference	A
Sheila Stein	Maniilaq Health Services	A	Herman Geffe	Yukon Kuskokwim Health Corporation	T
Dan Thomas	Norton Sound Health Corporation	P	Alan Shear	Yukon Kuskokwim Health Corporation	T
A = Absent E = Excused P = Present T = Teleconference					
Guest/Organization			Guest/Organization		
Paul Hager	ANTHC		Torie Heart	ANTHC	
			Linda Curda	UAF	

CALL TO ORDER	Dan Thomas
Discussion	
<ul style="list-style-type: none"> • A quorum was not present at the meeting • Introductions were made around the table. • Agenda was reviewed by the group. • Membership was reviewed. 	
REVIEW OF REPORTS	
Discussion	
<ul style="list-style-type: none"> • EMS – Members reviewed the EMS written report. • UAF – Spring registration supporting 18 students from 9 different health corporations through Denali grant. UAA and Washington mandated to change to masters program by 2021 and science requirements have been increased. There was discussion regarding university credits for students and training center involvement. Linda will work on streamlining the process with Deanna and Torie. • Statewide Services – Members reviewed the Statewide Services written report and Torie gave a brief overview of CHAP Forum and the Report to THD. • CHAPCB – Still looking for more participation. Certified 86% of the CHA/Ps in the state. CE is to be basic clinical competencies. A letter is being drafted regarding the scope of practice of the CHA/P. A committee is being developed to work on DLN. Fee increase from \$400 to \$500. CHAPCB will no longer be fund RAC site reviews. • DLN – moving back in line with the ANTHC Training Center. By Oct 1 there will be 24 additional CE to bring the total to 40 courses available on the DLN. Long term decisions regarding DLNs future need to be made. 	
CURRICULUM/CHAM ALIGNMENT REVISION	
Discussion	
The remainder of the meeting was spent working on the CHAM-Curriculum Alignment/Revision of Body System Units project.	

Thursday, February 14, 2013

CALL TO ORDER
A Quorum was established in the morning and the meeting was called to order.
REVIEW OF MEETING MINUTES
Discussion
Motion: John Everson motioned to approve the September 2012 and December 2012 minutes with the changes. Phyllis Ferrall 2 nd . Approved.
Follow-Up
Shae Aliu will finalize minutes and post on the www.akchap.org website.
REVISION OF STUDENT RECORDS GUIDELINES
Discussion
The CHAP Basic Training Center Guidelines for Student Records document was displayed on the projector and revised during the meeting. This discussion also brought on the topic of a statewide database, Torie will explore options. The document has been sent to AACHAPD for approval. <i>Motion:</i> Deanna Olsen motioned to approve the document as revised. Phyllis Ferrall 2 nd . Approved.
CE REVIEW/APPROVAL PROCESS DOCUMENT
Discussion
Dan will make suggested edits to the document. Once edits have been made Paul will take to Ella with CHAPCB to make sure it aligns with her processes and then it will be presented to the CHAPCB.
CURRICULUM/CHAM ALIGNMENT REVISION
The remainder of the meeting was spent working on the CHAM-Curriculum Alignment/Revision of Body System Units project.

Friday, February 15, 2013

CURRICULUM/CHAM ALIGNMENT REVISION
The morning of the meeting was spent working on the CHAM-Curriculum Alignment/Revision of Body System Units project.

**Academic and Review Committee
Meeting Minutes – June 5-7, 2013 Approved September 20, 2013
Anchorage, AK**

CHAIRPERSON		Dan Thomas (NSHC)			
CHAIR-ELECT		Stephannie Christian (TCC)			
SECRETARY-TREASURER		Sheila Stein (Maniilaq)			
RECORDER		Shae Aliu (ANTHC)			
Member/Organization			Member/Organization		
Beverly Davis	Alaska Native Tribal Health Consortium	A	Phyllis Farrell	Norton Sound Health Corporation	A
Deanna Olsen	Bristol Bay Area Health Corporation	P	Stephannie Christian	Tanana Chiefs Conference	P
Sheila Stein	Maniilaq Health Services	T	Herman Geffe	Yukon Kuskokwim Health Corporation	P
Dan Thomas	Norton Sound Health Corporation	P	Alan Shear	Yukon Kuskokwim Health Corporation	P
A = Absent E = Excused P = Present T = Teleconference					
Guest/Organization			Honorary Memebers		
Rebecca Bouker	BBAHC		Torie Heart	ANTHC	P
Andrew Tooyak	NSB		Linda Curda	UAF	P
Susan Shoemaker	EAT				

Wednesday, June 5, 2013

CALL TO ORDER		Dan Thomas
Discussion		
<ul style="list-style-type: none"> • Introductions were made around the table. • Agenda was reviewed by the group. <p><i>Motion:</i> Stephannie C. motioned to approve the Agenda. Herman G. 2nd. Approved</p>		
CURRICULUM/CHAM ALIGNMENT REVISION		
Discussion		
<ul style="list-style-type: none"> • The remainder of the meeting was spent working on the CHAM-Curriculum Alignment/Revision of Body System Units project. 		

Thursday, June 6, 2013

CALL TO ORDER	
Meeting was called to order.	
REVIEW OF MEETING MINUTES	
Discussion	
February 2013 minutes were reviewed.	
Motion: Stephannie C. motioned to approve February 2013 minutes with the changes. Deanna O. 2 nd . Approved.	
Follow-Up	
Shae Aliu will finalize minutes and post on the www.akchap.org website. (completed 6/28/13)	

REVIEW OF WRITTEN REPORTS

Discussion

EMS – Members reviewed EMS written report. Jean Round-Riley was present for questions. Contact for pediatric training and equipment is currently vacant. (see attached)

Certification Board – Paul and Ella revised the Process for CE Review for Approval document. Discussion regarding Standards and DLN.

UAF Report – Linda gave an update on student statues and University Courses. For more information please contact Linda at lcurda@alaska.edu. (see attached)

Statewide Services – Recurring base will be reduced by 9% next fiscal year. CHAM Sales account is reserved for CHAM Revision. CHAP Forum has about \$13,000 in it for next forum. Statewide Services supplemented some of the cost of the Forum. CHAP Directors sent a formal letter to SEARCH asking for status. SEARCH Training files are in the process of being scanned and logged into the database.

Report to CHAP Directors action items – CHAP Directors did not approve the BTC Guidelines for Student Records document and is being revised by AACHAPD and returned to ARC. (see attached)

CE REVIEW/APPROVAL PROCESS DOCUMENT

Discussion

Dan will make suggested edits to the document. Once edits have been made Paul will work with Ella in CHAPCB to make sure it aligns with her processes and then it will be presented to the CHAPCB in the June meeting.

CURRICULUM/CHAM ALIGNMENT REVISION

The remainder of the meeting was spent working on the CHAM-Curriculum Alignment/Revision of Body System Units project.

Friday, June 7, 2013

CURRICULUM/CHAM ALIGNMENT REVISION

The morning of the meeting was spent working on the CHAM-Curriculum Alignment/Revision of Body System Units project.

**Report to CHAP Directors & ARC
Submitted by Jean Rounds-Riley, PA-C**

[Note: The EMS Training Committee will meet Sept 25-Sept 27 2013.
It has not met since my report 5/2013. Please see that report also.
This report is an update on several topics of interest to CHAP]

Training for and use of MAST Pants in CHAP Basic Training:

At the request of the Curriculum Review Committee of the Academic Review Committee (ARC), I solicited input from the directors of ANMC's Emergency department and trauma surgery; and the State EMS Medical Director regarding whether or not we should be teaching use of PASG/MAST to Health Aides. I sent them excerpts from the CHAM where MAST pants are included: indications and instructions on use.

Dr Sacco, head of trauma surgery stated that he "would discontinue MAST Training." He thought "there is no good evidence to support the continued use" and was not in favor of continuing to spend time training on MAST or money to maintain the equipment. (The others were cc'd on this response, and no one offered a dissenting opinion)

We will await ARC's recommendations and any changes to the curriculum.

"Spinal Protection" –v- "Spinal Immobilization"

The end of July, the State EMS office forwarded an announcement from the Anchorage Fire Department that they were moving to a "spinal protection" model for trauma patients. Rather than routinely applying c-collar and strapping to a long spine board, they would use less restrictive, more patient-specific techniques. The website below contains a lot of supporting research: <http://www.acphd.org/emtpara/edutrain/spineinjuryresources.aspx>

Dr. Ken Zafren, State EMS Medical Director said The State of Alaska has not yet specifically endorsed the AFT protocols, "because there has been no official review.", however he agrees with the protocols in general. Long spine boards are really only indicated for transport: the patient should be removed from the board in the emergency department as soon as possible. Additionally, vacuum mattresses are recommended over traditional hard long boards, because they conform to the patient shape, provide more effective immobilization with less risk of pressure sores and may be warmer.

I have inquired of the ANMC Trauma service what they recommend for CHA/Ps.

I expect to have an update on this after the EMS Training Committee meeting in Sept.

Regulations changes:

No new information since 5/22/13 report

EMS Training and CME:

CME Certification Specialist/Acting Training Coordinator (Carin Marter) has been sending course listing updates to the EMS Instructor list serve, since the State EMS Website is not functioning accurately. (Contact her if questions: hss.emt.cert@alaska.gov emsdata@alaska.gov)

The 2013 EMS Symposium agenda and registration came out 9/4/13: an overview and instructions for on-line registration are at http://www.sremsc.org/PDFs/Response_Newsletter_2013.pdf

Additional information is available at the Southern Region EMS

website: <http://www.sremsc.org/Pages/Symposium.html> . Note: New policy for CME: Registration badges will be scanned before and after each presentation for participants to obtain CME credit.

Application has been made to the CHAP CB for CHA CME credit for the Clinical Track (the non-Clinical Track presentations are already pre-approved for State EMS purposes).

State EMS Office:

- Personnel changes:
 - (Shelley K. Owens State EMS Unit Manager retired 7/31/13 after 13 years with the State)— the State is recruiting for this position.
 - Quinn Sharkey RN, BSPH, CEM ; Acting EMS Unit Manager/EMS Data Manager
 - (907)465-8634 (Office) (907)465-4101 (Fax) EMSData@alaska.gov
 - Carin B. Marter NAEMSE, NREMT-P, FP-C; EMS Certification Specialist , Acting Training Coordinator (907)465-3029 (Office) (907)465-4101 (Fax)
 - hss.emt.cert@alaska.gov emsdata@alaska.gov www.naemse.org
 - Mark Miller, M.S., NREMT-P who has accepted the position of Program Manager for EMS-C program (EMS for children) Office (907)465-8633 mark.miller@alaska.gov

- Caution: the State website is out of date for many things.

EMS Training Committee meetings proposed dates and locations:

Sept 25, 2013-Sept 27, 2013	Anchorage
Jan ? 2014	Juneau

**UAF CHAP Academic Liaison
Report – June 5, 2013**

Student Advising:

Packet which included:

1. An overview letter regarding the AAS degree (60 credits; 34 credits earned in basic training and preceptorship).
2. Student Course Tracking Guide for UAF Certificate and AAS degree in Community Health with information for students to go to uonline website for their own academic transcript.
3. Fall 2013 Audio-conference/Distance Courses for CHA/Ps AAS Degree with PA school pre-requisites identified. Included info for summer courses.
4. Form for requesting financial aid to support course tuition, fees and books (Denali grant).

Packets sent to:

- CHA/Ps at clinics,
- 110 individuals who have indicated an interest or requested advising for the UAF Community Health Associate of Applied Science (AAS) degree.
- CHAP Directors and Field staff
- UAF CRCDC Campus registrars

9 students taking summer classes. 2 completing last science course prerequisite for UAA-PA application.

* REMINDER: currently the UAA/MEDEX PA program changing from BA to Masters program 2022. Also program NOW requires 2 semesters of Anatomy and Physiology and **3 additional** science courses plus 2 English courses (111 and 200 level). CHAs/CHPs taking one course a semester a minimum of 7+ semesters (3-4 years) of prerequisite courses.

UAF Graduation of Community Health Certificate (34 credits) and AAS degree

Campus ceremonies at:

- Nome – 3 graduates; Dawyn Sawyer NSHC TC presented with campus director
- Bethel – 8 graduates: Lon Putnum, YKHC TC presented with campus director

New Course – currently in UAF course approval process

CHP 293 Healthy Weight: Attitudes and Behaviors of Children - 2 credits

Cross listed with RNS 293 (RNS – Rural Nutrition)

September 23rd - December 20th, 2013

ANTHC Teresa Hicks - instructor

12 week long course - delivered entirely via distance technology using modules that contain video, digital story, and hands on activity descriptions.

The goal of the course is to support healthy weight among Alaska Native Youth through improved nutrition and physical activity attitudes, skills and behaviors of youth and the people who care for youth age birth-18. Course topics include: assessment of healthy weight, nutrition in the first year of life, nutrition and physical activity in the young child, nutrition and physical activity in older youth, health and media, positive role modeling, and community health.

Submitted by:

Linda Curda, Associate Professor
UAF CHAP Academic Liaison
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COMMUNITY HEALTH AIDE PROGRAM
 Academic Review Committee Report to the CHAP Directors (CDs) –
 Presented to CD Chair by Dan Thomas, ARC Chair, 9/20/13
 for ARC meeting September 18-20, 2013

Topic	Discussion	Action by ARC	Requested Action by CDs
Attendance	We have lost several field members and gained several new ones. The ANTHC training center was able to attend only a fraction of the work sessions on the Curriculum. Of the ARC members that started the Curriculum revision project 2-3 years ago, only a few remain.		Information only.
Membership	We are due for selection of a new Chair and Vice Chair. Due to our recent and upcoming membership turnover and loss of our Vice Chair, we have no experienced members to select for those positions.	ARC agreed to have Dan Thomas continue on as the ARC Chair until other members gain experience on the committee. Likewise, no Vice Chair will be selected until membership stabilizes and new members can decide if they are willing and able to assume that position. Elaine Phillips was chosen as Secretary, with one duty to be proofing the minutes.	Information only.
ARC Bylaws and quorum	The latest word from CHAP Directors is that Robert's Rules of Order do not permit the proposed change the language to allow an established quorum to cover the entire meeting.		Information only.
CHAM/Curriculum alignment for body system units	Turnover of ARC members and limited participation by the ANTHC training center present a challenge.	In this meeting we made additional improvements to the leveling and content guidelines, including significant revisions of the learning objectives. Linda Curda will make these changes to the Ear, Respiratory and Nervous System units and send them to Dan Thomas for his review. The new Unit 20f Substance Abuse units (which include an entirely new Patient Visit HEAP subunit) were reviewed and leveled. The Exam portion of Unit 12 Digestive was revised according to our	Information only.

		content guidelines, and the unit was leveled. The next step will be to review Dan's training center orientation document and introduce it and the above units to the training centers' staff for time requirement estimation.	
Pneumatic Anti-shock Garment (MAST pants)	MAST pants are available in few village clinics and used very rarely. Their use has been controversial in EMS circles for many years. In response to ARC inquiry, Dr. Sacco, head of trauma surgery at ANMC, recommended that we discontinue MAST training.	ARC voted to recommend removal of MAST pants from the Basic Training Curriculum and use the time for a more useful topic such as basic splinting or emergency delivery. The training center coordinators will discuss how best to use that extra time (30 minutes in Sessions II-IV) and bring their recommendation back to ARC. MAST pants are not listed as a subject to be taught in the CHAPCB Standards, and it is not clear to ARC if this change in the Curriculum would need to be approved by CHAPCB. The ARC Chair will ask CHAPCB for clarification of the protocol for approving this type of Curriculum change.	Please approve the removal of MAST pants from the Curriculum.
Other topics discussed	1. <u>Distance Learning for Basic Training.</u> Paul Hager explained that the ANTHC training center has been tasked by ANTHC leadership with developing distance delivery of Basic Training, perhaps by teaching the lectures and some skills by distance and bringing in students just for the clinics and some skills. As they need to continue their traditional delivery and student output simultaneously, development of distance delivery will require more staff . No additional funds for the project have been identified at this time.		Information only.
	2.		

Status of other ARC projects	1. "Process for Review of CHAPCB Continuing Education"	Ella Gonzalez of CHAPCB has been reviewing this document. ARC will check on its status.	Information only.
	1. "Basic Training Center Guidelines for Student Records"	Crystal Stordahl will bring this document back to CDs for further review so that it can be returned to ARC.	We await the return of this document to ARC for completion.
	2. Credentialing/Recredentialing packets	Torie Heart and Linda Curda will be working on this document on behalf of CDs.	We await progress on these documents.
Tabled items	1. See 9/12 ARC Report to CDs.		
	3. TABE doc	ARC presented this document to CDs for their review and approval in September 2011. Revision was deemed necessary. No progress has been reported.	