

# MOBILE MEDICAL ASSETS COMMITTEE

## Meeting 9/10/09

### Attendees:

Shae Watson  
Robin Gage  
Lee House  
Bertha Evans  
Kelly McCauley  
Jeff Nichols  
Mark Mallory

### Discussion Items:

- Policies & Procedures:
  - The committee is requesting that each hospital submit a sample copy of the following Policies and Procedures:
    - Med-Surge
    - Post-Op
    - Scope of Care
    - Risk Management Plans
    - Clinical Manuals
- Forms:
  - The committee is requesting that each hospital submit a sample copy of the following:
    - Nursing Documentation
    - Physician Order Sheets
    - ER Flowsheets
- The committee created the Chain of Command for requesting the MMA:
  - Where to request the MMA:
    - Call the NETRAC Communications Center: 1-877-572-5537
    - Information will be routed to Mark Mallory, who will then contact the Executive Director and RAC Chair
  - Who approves the request:
    - 1<sup>st</sup> person: Vice-Chair: Mark Mallory
    - 2<sup>nd</sup> person: Executive Director: Shae Watson
    - 3<sup>rd</sup> person: RAC Chair:
  - Responsibilities of the facility/entity requesting MMA:
    - The requesting entity will:

- Provide their own staff; if there is a staffing shortage the entity can pull from ESAR-VHP
  - Provided food and shelter for staffing
- The committee decided that based upon NETRAC Regional Resources the MMA would see and house the following Patient Population:
  - **Category III – minor patient care** (capacity to provide advanced first aid, to include bandaging and splinting; delivering OTC medications)
  - Non-urgent to semi-urgent patients including:
    - Med-surg patients
    - 3-day Post-Op Patients
    - Asthma Patients
    - COPD Patients
    - Pain Control Patients

Patient to Nurse Ratio:

- The patient to nurse ration will be 7:1 (1 nurse to 7 patients)
- Establishing MMA Set-up and Deployment Team:
  - MMA needs at least 20 people on this team
  - Each entity asked to go back and discuss this need with the appropriate persons and tell the committee know how many people their entity would be able to send.
  - Deployment for the MMA:
    - It was suggested that we submit a regional letter to all our county officials letting them know that we have the MMA resource available but will need a vehicle to deploy it to their jurisdiction if requested.