



**“Florida AeroMedical Association (FAMA)” Action Plan For
EMS 2008 – 2010 Strategic Plan Objective Number “7.1”
President-Elect: Kathy Koch**

Date: “Insert Date Submitted to the Bureau (updates to be submitted quarterly)”

Strategic Objective # 7.1 Develop statewide criteria for appropriate air asset utilization (prehospital and interfacility transfers)

Measure(s):
 1. # of licensed air medical providers that have established criteria for appropriate air asset utilization
 2. # of licensed air medical providers that have an established utilization review process

	ACTION STEPS	RESPONSIBLE PERSON	TIME LINE	STATUS
A	<p>Develop statewide criteria for air asset utilization (for both pre-hospital and inter-facility transfers) focused on the needs of the patient and access</p> <p>Notes: Criteria should focus on: 1) needs of the patient 2) access (proximity, time) 3)Consensus among DOH, EMS medical directors, medical community, pilots, FAMA, FCOT) 4)Mandated use (certification) 5) Current State Trauma alert criteria. Discuss exception criteria. 6) Availability of specialized services (neo/pedi, high risk OB, IABP, VAD, ECMO, nitric, etc.) 7)Closest available helicopter criteria (scene response) 8)Distance considerations(fixed wing)</p>	<p>Florida AeroMedical Association (FAMA)</p> <p>Resources: As noted in goal 7</p>	<p>To Be Determined by assigned party Needs to be within June 2010 Or rolled into 2010 – 2012 plan after this planning cycle is complete</p>	

	ACTION STEPS	RESPONSIBLE PERSON	TIME LINE	STATUS
B	Measure/survey number of licensed air medical programs with established utilization review process.	FAMA Resources: As noted in goal 7	To Be Determined by assigned party Needs to be within June 2010 Or rolled into 2010 – 2012 plan after this planning cycle is complete	•
C	Measure/survey the number of licensed air medical programs with established criteria for appropriate utilization. Encourage requesting agencies to use QI process to discuss/educate on appropriate utilization of air assets. Notes: identify best practice	FAMA Resources: As noted in goal 7	To Be Determined by assigned party Needs to be within June 2010 Or rolled into 2010 – 2012 plan after this planning cycle is complete	•
D	Discuss, evaluate the creation of state EMS aviation asset managers.	FAMA Resources: As noted in goal 7	To Be Determined by assigned party Needs to be within June 2010 Or rolled into 2010 – 2012 plan after this planning cycle is complete	•
E	Track air assets to include the following: 1)location 2)availability of air assets (i.e. out of service/mechanical, weather) 3)capability of air assets (i.e. crew configuration, specialty capabilities) 4)transport request turn down information 5) destination availability & capabilities. Notes: <ul style="list-style-type: none"> • Promulgate CAMTS DVD • Place on website • Develop posters • Weather turndown • Use of centralized tool • Repository of best practice guidance on turndowns (examples: South Florida Ninja LE model, if you turn down, advise that you will check with other services–helps to communicate/ share) <ul style="list-style-type: none"> ○ Develop inventory (location, specialty) ○ Database (air/ground) with regular updates (annual survey) ○ Wide distribution to hospitals, services) 	FAMA Resources: As noted in goal 7	To Be Determined by assigned party Needs to be within June 2010 Or rolled into 2010 – 2012 plan after this planning cycle is complete	•

	ACTION STEPS	RESPONSIBLE PERSON	TIME LINE	STATUS
F	Develop and promote a utilization review process to monitor compliance. Notes: identify best practice	FAMA Resources: As noted in goal 7	To Be Determined by assigned party Needs to be within June 2010 Or rolled into 2010 – 2012 plan after this planning cycle is complete	•
G	Educate requestors (EMS, hospitals) on risks associated with helicopter shopping.	FAMA Resources: As noted in goal 7	To Be Determined by assigned party Needs to be within June 2010 Or rolled into 2010 – 2012 plan after this planning cycle is complete	•
H	Develop a repository of centralized information re capability/ availability to ensure appropriate use of specialty providers.	FAMA Resources: As noted in goal 7	To Be Determined by assigned party Needs to be within June 2010 Or rolled into 2010 – 2012 plan after this planning cycle is complete	•

****Utilize last 5 minutes of meeting to complete action plan template to report progress on *strategic plan objectives or other activities being conducted by your committee/workgroup.***

Instructions on How to Complete the Above “Strategic Planning/Action Plan Template”:

1. Be sure to insert your committee/workgroup name in the header (delete red text and insert name).
2. Delete red text indicating “Insert Number” and insert your assigned objective number.
3. Delete red text indicating “Insert Name” and insert the name of the committee chair.
4. Delete red text indicating “Insert Date Submitted to the Bureau...” and insert the date submitted.
5. Strategic Objective: List the strategic objective # and the objective listed in the Strategic Plan.
6. Measure: List the measure for that specific objective # which is listed in the Strategic Plan.
7. Action Steps Column: Insert an action step your committee will be taking to meet the strategic objective. Please list steps separately under the “Action Steps” column (add additional rows when necessary). For example, if your objective is to integrate pediatric issues into educational programs then one of your action steps may be to survey all provider agencies to identify pediatric issues they frequently see. Insert “Develop Pediatric Issues for Providers Survey” as an action step. Additional action steps may be needed to complete this task, such as, deployment of survey; list this as a separate action step.
8. Responsible Person: Please list the specific committee member that has lead on this task.
9. Timeline: List the timeframe to complete the task, if the task is complete type in “Complete” in that column.
10. Status: List the status of the task. Insert bullets that outline the steps that have been taken to complete that task. For example, if the task is to “Develop Pediatric Issues for Providers Survey” some of the steps may include: developing the questions for the survey, contacting the Bureau to assist with the distribution of the survey, etc... Each of these steps would be a separate bullet.
11. Send updated action plan to the Bureau of EMS to be posted on the web. This is why the responsible person is important. Other committees may need your assistance and need a specific point of contact.

You are not limited to the amount of rows for action steps. If you are utilizing the electronic version of this template, you may click in a row (be sure cursor is in the row), and then select table, then select insert rows below. This will add additional rows you will need as your committee makes progress with the assigned objective.

Developing your action plans may assist your committee in determining future needs for EMS. These may be ideas for future strategic plans. Please make note of those issues that come up for future strategic planning sessions.