



# POLST Registry Advisory Committee

July 11, 2011

9:00 AM – 11:00 AM

Portland State Office Building

Room 918

Meeting Minutes



Present: Jane Baumgarten; Patty Brost; Margaret Carley, RN. Jenny Cook; Kaye Hanni; Doug Kelly (Chair); Ritu Sahni, MD; Terri Schmidt, MD.  
On Phone: Jan Campbell; Sheila Sund, MD; Susan Tolle, MD., Jeanene Smith.  
Guests: Tina Burdsall; Dana Zive

## Discussion

### 1. Convene / Review Agenda / Confirm status of conference call participants / Introduce Guests

### 2. Review Minutes

#### October Minutes:

- ***Motion made to approve the October minutes. Motion seconded. Motion passes unanimously.***

#### April Minutes:

- Changes needed: (1) Five terms expiring January 1<sup>st</sup> of 2012 (not 2011 as stated).  
(2) Kayne Hanni (not Hainey as previously written).
- ***Motion made to approve the April minutes with changes. Motion seconded. Motion passes unanimously.***

### 3. Committee Business

#### **Membership status of current members.**

- Five Terms expiring January 1<sup>st</sup> of 2012 and six terms that will carry over until January 1<sup>st</sup> 2013. Two terms that were to expire have been reappointed.
- Waiting until after October's meeting to discuss expiries.
- Dr. Sahni noted that POLST currently has the shortest terms; 4 year terms are standard for other committees. The term length is in the statute and would have to be changed in a statutory fix.

### 4. OHA Update

- Dr. Sahni explained as of July 1, 2011 Oregon Health Authority and Department of Human Services are now 2 separate indents. POLST Committee is under O.H.A.
- Emergency Medical Services had a budget crisis, but received funding from Medical Marijuana. E.M.S. now has the funding to keep all current staff as well as fill 3 new positions that were previously cut for budget reasons.
- E.M.S. will be starting a rule re-write for the certification process in the fall of this year.
- State Trauma Board is almost finished with their rule re-write.

## 5. Objectives for 2011

### a. Contract Update

- 90% of the POLST forms are entered into the registry within 30 days of the health care practitioner's signature.
- Jeanene Smith explains that the budget is still undecided.
  - A suggestion on saving money is possibly going to electronic forms, however as Jane Baumgarten mentioned we need to make sure they are secure forms, and individual's personal information does not get leaked and are in compliance with HIPPA.
    - Conversation will continue in October 2011 meeting.

### b. POLST form changes

- There were 80 different changes considered, which were then reviewed by a sub-committee, and recommendations were made to the task force. Power Point slides will be attached with Meeting Minutes detailing each change
  - Hospice patients still want to receive their antibiotics; this is a change that will need to be made in the next revision in 2 years.
  - POLST Forms are only released to patients or caregivers after they can verify their identity. Many safeguards are in place to protect patient's identity.
  - Changed signature from back of the form to the front. Signature is optional, but strongly recommended. Sheila points out a signature should be obtained until POLST form is completed over the phone.
  - Added language stressing the form is optional, and can be changed at any time.
  - All previous versions of the form are valid, however notice went out to all correlated users stating changes had been made and requesting physicians to print off the latest version.
  - 90% if the POLST forms are entered into the registry within 30 days.
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- Revised the guide book for Health Care Professionals, and it should be up on the website very soon. Grant dollars were received through the Oregon Community Center, which allows for the book to be sent to a professional editor. However the book will be on the website before going to the editor.

### c. ePOLST

- POLST is working with Providence to have an agreement in place to complete and send POLST forms electronically; this will automatically populate the registry. The patient will still receive a doctor signed copy of the form, the patient information will just be typed and on white paper vs. hand written and on pink paper. There is currently an agreement in place that they will continue to use to most updated POLST form. The registry will

now only receive an electronic copy with an electronic signature. This agreement should begin sometime in August 2011.

- ePOLST requires all required fields to be filled out; otherwise the form will get kicked back to the provider with an error message. It also correlates with the registry, never creating the same person twice.
- Expecting to see a 3% increase of forms now that ePOLST is going live with Providence. Dana Zive says she expects to see 60 plus forms a day.
- Jane inquires about Umpqua and there ability to move towards ePOLST, both Jenny and Dana are unsure but reassured Jane they would follow up with them and find out.

## 5. Standard Registry Reports

- In May we counted over 50,000 active registrants. Unfortunately we do not have death records therefore some of these registrants could have passed away already. The next step is to match death certificates to the registry and make the deceased inactive registrants.
- The Registry use to be backed up with imputing forms. Now they are fully caught up with a 6 day maximum lag time, however most are entered on a daily basis. Use to use part time students to input forms; they are now using full time paid employees. This has helped tremendously.
- March data was extremely high; however it was high in 2010 as well.

## 6. Identify any issues to refer to the POLST Task Force

- No issues

## 7. Evaluation / Research

### a. Request for data form

- We continue to figure out the best process for requesting data. We need the data for research; however our main goal is to always protect the public. Right now the process is the POLST Committee decides weather to approve the use of the data. Then if we are sending the data for someone to review, we must obtain a contract with, regarding the purpose of the use. Then we need to obtain approval from our IRB as well as the requestors IRB approval.
- The goal is to have one form that encompasses The POLST Registry, State EMS & Counter data base, and the Oregon Trauma Registry data base.
- Discussion about the question “has the study been approved by an IRB”. It is a yes or no question on the Request Form, if you answer no that does not mean you can not ask for the data. However before the data is released, the request must go through the IRB.
- Minor charges will be made to the form; form will be finalized by next meeting. Finalized Data Request Form will be available on the POLST website.
- ***Motion made to approve the Data Request Form with discussed changes. Motion seconded. Motion passes unanimously.***

### b. Update on existing research.

- Doug Kelly explained that the data proposal from Eric was approved, and is up and moving.
- The project regarding interviews with medics, surrogates, and families has concluded. The goal of this study is a quality improvement from the medics as well as identifying if getting orders from the registry impact their care. It had a very positive outcome. It will be submitted Pre-hospital Medicine very soon.
- Pilot study is underway.
- Other research projects are ongoing.

## 8. New Research Requests

### a. Fromme

- There are limitations caused from what the death certificates currently have. Next we need to work with vital stats and find out race, ethnicity, and other items that are not shown on death certificates. Research question is; are there differences in death, depending on race or ethnicity.
- If we learn that specific groups; such as limited education groups are using POLST less often, we can tailor our outreach more towards that group of people.
- Jane points out that we need to be careful when adding things to death certificates because some people may not want certain information listed on a death certificate. The committee reassures Jane that names will be left off of registry; just tracked information will be entered.
- ***Motion made to approve the first step in obtaining this research. Motion seconded. Motion passes unanimously.***

### c. Burdsall

- Tina Burdsall presented a letter requesting access to the POLST Registry data for a research project for Portland State University. She wants to track on average who is filling out the POLST form. She is requesting data from July 1, 2009 to the present.
- All research will be approved through the Portland State University Institutional Review Board, as well as through the State's IRB of record. Tina anticipates completing both of these by early fall. The expected completion of dissertation is eighteen months from when the POLST Registry data is released.
- The POLST Committee is concerned about the integrity of the research. They do not see why this information is important, and they do not think we have the data Tina is looking to get.
- POLST Committee recommends Tina revise her inquiry and present it again at the next meeting.

## 9. Public Comment

- Next meeting is October 10, 2011

## 10. Adjourn

Meeting adjourn at 11:56am