

DAY ONE - Draft Summary of June 9, 2010 Meeting

Council members present:

Bona Benjamin, (ASHP), Chair
Rita Munley Gallagher (ANA), Vice-Chair
Shawn Becker (USP), Secretary
Beth Feldpush (AHA)
Barry Dickinson (AMA)
Gordon Johnson (GPhA)
Lee Rucker (AARP)
Ann Gaffey (ASHRM)
Michael Gaunt (ISMP) telecon
Jean Krause (ACP) telecon
Manisha Shah (NPSF)
Muriel Burk (VA)
Paul Hoerner (DoD)
Nancy Kupka (JC) telecon
Deborah Nadzam
Diane Cousins
Mary Ann Alexander (NCSBN)
James Burris (AGS)
Bob McNellis (AAPA)
James Owen (APhA)
Carla Saxton McSpadden (ASCP)

Organizations not represented:

APSF, IHI, NABP, SHM

Alternates attending as representatives of their organizations:

Deborah Davidson (NCPIE)
Mark Paxton (PhRMA)
CAPT Denise Toyer
Tara Modisett (NASPA)

Observers:

Jami Earnest, Scientific Liaison, Nomenclature, Safety & Labeling Expert Committee
Angela Long, Vice President, Healthcare Quality & Compensial Affairs
Alyssa Pignato, USP Summer Intern
Rick Schnatz, Scientific Liaison, Compounding Expert Committee
Jacqueline Starkes, Project Manager, Healthcare Quality Standards Group

In the absence of the Chair, the Vice Chair, Dr. Gallagher called the meeting to order at 1:09 p.m. and welcomed Council members, alternates, and guests.

It was moved, seconded, and approved to accept the February meeting summary; Michael Gaunt (ISMP) abstained.

It was moved, seconded, and unanimously approved to accept the agenda..

Secretary's Report – Shawn Becker

- The Calling Tree and roster were circulated for updating.
- Rita Munley Gallagher is retiring from the American Nurses Association effective Friday, July 16, 2010. The Council thanked Rita for her past support and dedication in her representation over the years.
- The letter of appreciation on behalf of the National Coordinating Council for Medication Error Reporting and Prevention (NCCMERP) that was presented to Dr. Gallagher acknowledging her contributions as Vice-Chair over the past four years was circulated for the delegates to sign.
- Permission to reprint the Category Index has been granted to Dr. Miller at the South Carolina College of Pharmacy for Continuing Education through McGraw-Hill for a book titled "Goldfrank's Toxicologic Emergencies".
- Companies/Organizations who receive permission to use the Category Index are asked to forward a copy of the final product to the Secretariat.
- Seven organizations are up for renewal in October. Letters will be sent to those organizations requesting a renewal letter be sent to the Secretariat prior to October. Renewal request will be voted on at the October 26, 2010 meeting.

Action Item: The Secretary will send an acknowledgement letter granting permission to use the Category Index to Dr. Miller. The Secretary will issue letters to all organizations in need of renewal .

Subcommittee/Task Force Reports and Updates

Pediatric Medication Safety Subcommittee– Manisha Shah

Ms. Shah stated that the subcommittee has not been able to meet due to scheduling conflicts. The Subcommittee will address at the October 26, 2010 meeting.

Action Item: Subcommittee consisting of Manisha Shah, Frank Federico, Michael Gaunt, and Ann Gaffey to continue its charge of drafting a broader statement on weight based dosing to be reviewed at the October 26, 2010 meeting.

Medication Error Rates vs. Medication Error Reporting Rates – Ann Gaffey for Frank Federico

Ms. Gaffey gave an update on the status of the Subcommittee working on *Medication Error Rates vs. Medication Error Reporting Rates* and the proposal for the Agency for Healthcare Research and Quality (AHRQ) Grant. They proposed changing the scope of the previous charge for writing a proposal to obtain grant funding from AHRQ. The Subcommittee found that other organizations have already begun work on this topic:

- ISMP is measuring medication safety
- ASHP and Phil. Schneider article: "Preventing Medication Errors": The Institute of Medicine Report, Volume 64, Supplement 9: pp. s10-s15
- David C. Classen and Jane Metzger article: "Improving Medication Safety: The measurement conundrum and where to start" written for the International Society for Quality in Health Care, Volume 15, Supplement 1: ppi41-i47

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The Subcommittee proposed developing a white paper detailing measurement for medication safety, harmonizing measurement strategy to reduce complexity of rework, and creating a useful compendium of measures that identify all medication-related measures. The goal is to build a compendium of measures, describe the strengths and weaknesses of measures and the usefulness of measure to an organization, and determine what is useful for benchmarking. The following organizations currently suggest measures: NQF, ISMP, IHI, JC, and AHRQ.

The Subcommittee will enlist a pharmacy resident or nursing student to collect all available measures, provide descriptions, validity, reliability and usefulness of measure, identify those measures that are most robust, identify the target audience for each measure, and assist hospitals in determining what should be included in a dash board.

It was moved, seconded, and unanimously approved to accept the Subcommittee change in direction and develop a white paper detailing measurement for medication safety.

Action Item: The subcommittee consisting of Frank Federico, Manisha Shah, Ann Gaffey, Deborah Nadzam, Mark Paxton, and Paul Hoerner will work with a graduate student in Health Sciences to perform an environmental scan of the data. Ann Gaffey will enlist the graduate student to work on this project. The report will be shared with the Council at the October 26, 2010 meeting.

Rules and Procedures/History Subcommittee – Diane Cousins

Ms. Cousins gave an update on the Subcommittee on Rules and Procedures. The Subcommittee consisting of Diane Cousins, Jean Krause, Tara Modisett, and Shawn Becker held five meetings by teleconference. All sections currently on the NCC MERP Web site were reviewed and the following recommendations were considered by the Council:

General:

- Under the General section it was change to read “On all questions of rules and procedures, the current edition of *Robert Rules of Order Newly Revised* shall prevail. These rules and procedures will be reviewed on a regular basis and may be amended at any time subject to the approval of the Council”.

It was moved, seconded, and unanimously approved to accept the revised General Statement.

Organizations:

- Under the Category of Membership section the following changes were added:
 - Technology

It was moved, seconded, and unanimously approved to accept the new category “Technology”.

- Under the Category of Membership section the following changes were deleted:
 - International

It was moved, seconded, and unanimously approved to delete the “International” category.

- Under the Category of Membership section the following changes were revised:
 - Organizations devoted to Risk Management/ Quality Improvement and Patient Safety
 - Chairperson, USP Nomenclature, Safety, and Labeling Expert Committee

It was moved, seconded, and approved to accept the titles revised under Organizations; Nancy Kupka (JC) abstained.

Founding Members:

- Under the Founding Members section the following changes were suggested:
 - Remove the list of Founding Members
 - Revise the table of member organizations/agencies to list only the Founding Members acronyms to maintain the original true members of NCC MERP

It was moved, seconded, and approved to accept the revised changes under Founding Members.

Regular Members:

- Under the Regular Members section the following changes were suggested:
 - Under Individual Members change the word “interest” to “expertise”
 - Under Ex-officio Members name change “Safe Medication Use” to “Nomenclature, Safety, and Labeling”

It was moved, seconded, and approved to accept the revised changes under Regular Members.

Membership Characteristics:

- Under the Membership Characteristics section the following changes were suggested:
 - “National in scope” to “National/International in Scope”

It was moved, seconded, and approved to accept the revised changes under Membership Characteristics.

Election of Chairperson and Vice Chairperson:

- Under the Election of Chairperson and Vice Chairperson section the following changes were suggested:
 - Under Vice Chairperson remove the sentence “There is no term limit for the Vice Chairperson”
 -

It was moved, seconded, and approved to accept the revised changes under Election of Chairperson and Vice Chairperson.

Nomination Balloting:

- Under Balloting the following changes were suggested
 - In the third paragraph it should read “In the event of a tie, the candidates will participate in a run-off election by written ballot. The candidates will present a statement of their vision for helping the Council reach its goals. The winner will then be determined by a majority vote.

It was moved, seconded, and approved to accept the revised changes under Balloting.

Subcommittees and Advisory Panels:

- Under the Subcommittees and Advisory Panels section the following changes were suggested:
 - “Change Advisory Panels ” to “Expert Advisory Panels”

It was moved, seconded, and approved to accept the revised changes under Subcommittees and Advisory Panels.

Meetings:

- Under the Meetings section the following changes were suggested:
 - Under paragraph three; the public summary of the meeting shall be made available in the form of the Communiqué. Detailed records of meetings shall be maintained and approved by the Council.
 - Under paragraph five, revise the last sentence to read “with advanced notice of a minimum of five business days advanced notice”.

It was moved, seconded, and approved to accept the revised changes in paragraph three under Meetings.

Action Item: Ms. Becker will use USP Conflict of Interest Statement/Policy as a template to create a proposed Conflict of Interest Statement/Policy for all delegates and members.

Determination of Emergency Plan Activation:

- Under the Determination of Emergency Plan Activation section the following changes were suggested:
 - The third bullet the voicemail number (301) 816-8215 was deleted and replaced with “A confirming message of cancellation will be placed on the Secretary's voice mail as soon as a decision is made.”

It was moved, seconded, and approved to accept the revised changes to remove the number and add the “Secretary’s voice mail.”

Calling Tree Maintenance:

- Under the Calling Tree Maintenance section the following changes were suggested:
 - The second bullet the first sentence now reads “Subsequently, the Secretary will update the Calling Tree *at least annually each calendar year...*
 - The third bullet now reads “Updated Calling Trees will be distributed to Council members by the end of each *calendar year*”.

It was moved, seconded, and approved to accept the revised changes.

Member Updates and Requests:

Addition of the Metric System to the Recommendations Needed – Rita Munley Gallagher
Three recommendations for enhancing accuracy in the prescription writing, dispensing and administration of medications recommendations was suggested with the goal of including the

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concept of the metric system within each. The Council questioned if the three could stand alone, if statements needed to be made or if there should be a separate metric dosing statement for each. It was decided to integrate the concepts.

Action Item: A Subcommittee consisting of Michael Gaunt, Shawn Becker and Barry Dickinson was formed to integrate the concepts.

Review of Medication Error Definitions - Dr. Gallagher

The Council agreed to assign this task to the Medication Error Rates Subcommittee, since it's aligned with their new charge,

Resubmission to ISMP for Cheers Award Nomination - Dr. Gallagher

The Council decided to reapply for the Cheers Award for 2010.

It was moved, seconded, and unanimously approved to resubmit NCC MERP application to ISMP for the Cheers Award; Dr. Gaunt (ISMP) abstained.

Action Item: Dr. Gallagher will update the application and resubmit.

Press Release on Fifteen year Celebration - Ms. Becker

Ms. Becker shared with the Committee the Press Release on NCC MERP's fifteen year celebration.

Action Item: Share the press release with all members.

Labeling of Glass Ampuls - Ms. Becker

Ms. Becker read a request from a nursing student regarding safety issues with glass ampuls. Suggestion was for NCC MERP to address the issue of labeling all glass ampuls with "5 Micron Needle Filter or Extraction Filter must be used." It was agreed that this was not within the scope of the NCC MERP Council.

Determine NCC MERP Next Meeting Date - Dr. Gallagher

NCC MERP next meeting is scheduled for Tuesday, October 26, 2010

The Council adjourned for a celebration of its past 15years.

DAY TWO Thursday, June 10, 2010

The Chair, Bona Benjamin, called the meeting to order at 10:00 a.m. and welcomed Council members, alternates, and guests.

Approval of National Alert Network web site – Ms. Benjamin

Ms. Benjamin presented four versions of the National Alert messaging. After reviewing the various versions the Council made its selection with a few changes:

- Enlarge the font for NCC MERP, under the title box
- Add a second box with links to where to report medication errors.
- Add a link to show where data was retrieved.

Statement Opposing Criminalizing of Medication Errors – Ms. Benjamin

Ms. Benjamin reviewed the “Statement on Criminalization of Errors in Healthcare” with the Council. The Council reviewed each section separately:

Title Section: Council felt it was premature to select a title until the entire document had been reviewed.

It was moved, seconded, and unanimously approved to decide on a title after the document is completed.

Statement Section:

- Under the Statement Section the following changes were suggested:
 - “The National Coordinating Council for Medication Error Reporting and Prevention holds that punitive actions for adverse events that stem from human fallibility are an impediment to error reporting and error prevention. Therefore, the Council opposes the criminalization of practitioner errors in healthcare that cause patient harm or death unless evidence of the following conditions exists...”

It was moved, seconded, and unanimously approved the revised statement section.

It was moved, seconded, and unanimously approved to remove the text “see exception” from the first statement.

It was moved, seconded, and unanimously approved to add the following as number three under the statement section.

- “The individual knowingly and willingly engaged in practices, behavior and/or conduct that caused patient harm without clinical justification”.

Exception Sections:

It was moved, seconded, and unanimously approved to remove the exception section

Example Section:

It was moved, seconded, and approved to remove the example section, Mr. McNellis opposed.

- The individual knowingly and willingly engaged in practices, behavior and/or conduct that caused patient harm without clinical justification

It was moved, seconded, and unanimously approved to add the above statement as number three under the Statement Section.

Background Section:

It was moved, seconded, and unanimously approved to accept the background section with changes.

Summary Section:

It was moved, seconded, and unanimously approved to accept the summary section with

changes.

It was moved, seconded, and unanimously approved to have Ms. Becker, Ms. Benjamin and Dr. Gallagher correct the “Statement on Criminalization of Errors in Healthcare” for grammar and spelling errors.

It was moved, seconded, and unanimously approved to add the following definitions:

- Human Error
- Accountability
- Error
- Harm
- Clinical Justification

It was moved, seconded, and unanimously approved to maintain the current title “Statement on Criminalization of Errors in Healthcare”.

Next Steps:

1. Write a paragraph on the purpose of the document to be included in the email sent for review when sending the final statement, include a clause “Not For Pubic Comments”
2. Have a Criminal Attorney review the statement prior to approving it.
3. USP Legal team to review.
4. Possible have the District Attorney in Ohio (David Marks) review.
5. Send document out to Council by June 30, 2010, comments/reviews due back by September 1, 2010
6. Finalized at the next NCC MERP Meeting

Strategies for Outreach/Communication Plan of Criminalization Statement - Ms. Benjamin

The Council has decided to table this topic until the October 26, 2010 meeting

Next Steps

Ms. Benjamin thanked the Council for a productive meeting. The next meeting of the NCC MERP is scheduled for Tuesday, October 26, 2010 from 10:00 a.m. to 4:00 p.m.

The meeting was adjourned at 3:35 p.m.