



BRONSON METHODIST HOSPITAL ACS TIPS

Date of Review

September 23 & 24, 2021

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2021 Virtual Visit

6 months ahead of time

- Assign roles for the review

- Develop plan

- Meet with IT

- List out needs

- Keep up to date on the ACS requirements and changes

2021 Virtual Visit

- Pick Platform that works best with your institution and ACS
 - Microsoft Teams
 - SharePoint for shared documents
- Have one contact person for developing SharePoint
 - Schedule weekly meetings
 - Make sure your contact person is available the two weeks prior to review

2021 Virtual Visit

SharePoint

- Know how to navigate the site
- Practice with your team
- Follow ACS required documents format for labeling
 - Added extra tab
 - PRQ
 - 2- day agenda
 - Name of those attending with titles

Virtual Tour Tips

- Know equipment ahead of time
- Use Bluetooth speaker and sturdy/quiet stand for I-pad
- Used three devices
 - Blood bank-I-pad
 - Helipad, ambulance bay, outside of decontamination room-Cell Phone
 - Inside Hospital-I-pad
- Practice...practice...practice

Pre-Review Meeting

- Held 3 weeks ahead of time
- Introduced those in attendance
- Opened SharePoint and provided brief introduction and showed how to navigate
- Be available for IT questions prior to the review

ACS Time Frame

- Introduction PowerPoint for opening 30 minutes
- TPC did introduction at beginning of each timeframe except review meeting
- Chart Review took about 2 hours
- PowerPoint for TQIP/MTQIP discussion
- Afternoon meeting ran over ~40 minutes
- Second day
- Tour and 15-minute conversation with reviewers, TMD, and TPC
- Kept same timeframe for final report out



Thank you!
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