

Meeting of the Board of Fire Engineers

July 27, 2005

Meeting convened at 7:25 p.m.

Members present: Warren G. Alexander, Deputy Chief
James J. Roderick
Marilyn Monks
Gerard Menangas

Others present: Lorne Russell, Rescue Captain
Alan Felton, Rescue Lt.

Confidentiality of Records discussed.

Lt. Felton expressed concern that the Rescue Squad was not in compliance with the HIPAA Privacy Rule. Pamphlets informing patients of the departments "Notice of Privacy Practices" are now available in both rescue vehicles.

Monks informed Felton that Joel Macara was the Privacy Officer for the Rescue Squad and was the only person who could access confidential medical information on squad members. Monks reminded Felton of her letter advising him that he need not concern himself with forms used or the process of releasing records to patients.

Question arose on who completes the SARF when Lower Cape Ambulance is first at the scene of an incident and then transports the patient to the hospital.

Time frame for the release of a SARF to a patient who has requested a copy of their medical record discussed. Record will be processed and given to the patient as soon as possible.

Crosscut Shredder needed to shred confidential documents. Small File Cabinet needed for confidential medical records of rescue members.

Motion: Monks motioned to purchase a shredder and a small file cabinet; Roderick seconded the motion; All in favor.

Rescue incident regarding a cat discussed. Standby crew responded to a sick cat. Cat was transported in the rescue vehicle to the fire station. At the station, the cat scratched someone on duty. The Health Agent was advised. She recommended the crew receive Rabies shots in case the cat was rabid. Rabies shots were administered to members of LCA and the Rescue Squad who were scratched or in contact with the cat.

Monks stated she heard about the incident from a nurse at Cape Cod Hospital.

Alexander advised Felton that the incident was a serious health issue and the PFD should not have been involved. He added that the crew should have gone thru proper channels and called the Police Dept.

Dog incident discussed. Call was dispatched for a 7 year old with an allergic reaction. The crew arrived on scene to find a 7-year-old dog. Julie Cataldo was on scene. Since she also works in a Hyannis veterinary hospital and was in contact with a Vet, she administered Benadryl to the dog.

Lt Felton stated he did not know which agency she was working for at the time.

Alexander stated that Veterinarian Papalardo was available for emergency animal care. A report on the incident will be submitted to the Chief.

Monks stated concern regarding liability the department could have faced had something gone wrong and the dog died. She also questioned who would pay for the rabies shots. Chief Trovato and Monks were not informed immediately of the incident.

Adjournment

Motion: Roderick motioned to adjourn the meeting; Monks seconded the motion, All in favor.

Meeting adjourned at 8:39 p.m.