Anesthesiology Informatics Service Charter

Purpose

The Anesthesiology Informatics Service assists the department in fulfilling its mission goals related to clinical care, education, quality improvement, and research. For the purposes of this committee, Informatics is understood as the practice of using data, information and knowledge to improve human health and the delivery of healthcare services.

Existing examples of Informatics services and projects include:
- Development of methods and processes for generation, storage, retrieval, usage, and sharing of data and information
- Investigation and development of models, reasoning, simulation, experimentation and translation to resolve questions
- Development, incorporation, and utilization of social and behavioral sciences to inform the design and evaluation of proposed technical solutions to problems

Responsibility

The Service is responsible for the intake, maintenance, and tracking of informatics requests and projects within the department of Anesthesiology. The type of requests and projects that the Service oversees includes:

- Developing the vision and strategies to optimize the Cerner EMR systems for clinical, quality, and research purposes
- Providing an intake process to streamline requests to make changes to existing Cerner EMR processes
- Developing and maintaining working relationships across the institution to help manage the informatics requests received.
- Prioritizing Informatics requests to ensure the timely completion of all informatics projects
- Maintaining oversight of social media platforms to ensure compliance with institutional regulatory requirements
- Development of expertise in the field of Clinical Informatics and providing education to the department on a regular basis as to the technology, regulations and foundational theories of Clinical Informatics.
- Development of models and simulations from databases through the utilization of software tools to address any clinical, educational, quality, or research questions.

The project queues listed in Appendix I are within the purview of the committee to review and move forward for approval or denial to the Department Medical Executive Committee. The Service Director may add or remove queues at their discretion with approval from the Chair or the Medical Executive Committee.

Governance

The Anesthesiology Informatics Service reports to the department Chair and the department Medical Executive Committee on at least a once a month basis or more frequently as needed.

Meetings

The committee meets twice a month and as needed. The Service Director will keep a copy of the meeting minutes and forward to the membership, and Medical Executive Committee.

Membership

The Service Director will appoint the standing members. The service welcomes adhoc nonvoting guests to attend meetings at the discretion of the Service Director.

Membership Type	Name	Title	Role
Standing Membership	Nivine Doran	Associate CMIO	Service Director
	Jack Srouji	Department Administrator	Service Director (Backup)
	Tim Petersen	Research Information Splst	Member
	Kathryn Montoya	IT Support Tech III	Member
	Andrea Sandoval	Acute Pain Service Director	Member
	David Siegel	VC Quality, Safety and Compliance	Member
	Terra Wubbenhorst	Quality Director	Member
	Eli Torgeson	Asst. Residency Prog Director	Member
	Arpad Zolyomi	Anesthesiology Faculty	Member
	Cassie Langhals	Anesthesiologist Assistant Student Clinical Coordinator	Member
	Alex Lewis	CA-3	Member
	Josh Calvano	CA-1	Member
Adhoc Nonvoting Guests	Steven Montoya	IT Clinical Analyst II	
	Lisa Roberts	Medical Practice Specialist	
Mission Support	Katie Leguizamon	Administrative Assistant	

Appendix I

The following project queue categories are within the scope of service for the Anesthesiology Informatics Service:

Cerner EMR change requests

Cerner EMR inquiries

Webpage and social media design changes

Data extraction and analysis requests

Data storage requests