

Title: Committee: Trauma	Number:
Cross Reference: Core Committee	
Approved by: Texas State Council Board of Directors (BOD)	Origination Date:
Revised by: Trauma Committee	Approval Date: 04/19/2021
	Revision Date:

I. PURPOSE:

To establish the Trauma Committee as a Core Committee of the Texas Emergency Nurses Association and to define the committee’s membership qualifications and responsibilities.

II. BACKGROUND/DEFINITIONS:

The Trauma Committee is charged with the responsibility of serving as a trauma resource and advisory committee on the state level through support of education, research, prevention, and quality improvement efforts. The emphasis of the committee is no longer solely to oversee TNCC, but to broaden the overview of trauma within the state of Texas.

1. Membership: Current active ENA member

2. Qualifications of Chairperson/Vice-Chair:

- a. At least two (2) years experience in emergency and/or trauma nursing care.
- b. Must be a current TNCC Instructor and Course Director
- c. Current unrestricted Texas RN License
- d. Currently active in trauma care at educational or systems level.
- e. Good knowledge of the current version of the Course Administrative Procedures
- f. TNCC Instructor Faculty status preferred.
- g. Leadership as demonstrated by active involvement at Chapter, State, and/or National level
- h. CEN and/or TCRN preferred.

Terms of Office: 3 years

- a. Year 1 – Vice-Chair
- b. Year 2 – Chair
- c. Year 3 – Chair with Vice-Chair

3. Composition: The Trauma Committee shall consist of the following who shall be appointed by the Texas State Council President and approved by the Texas State Council Board of Directors (BOD)

- a. Chair
- b. Vice Chair

- c. Committee members
- d. State Council BOD Liaison

4. Vacancies

- a. Chair – Filled by the current Vice-Chair
- b. Vice-Chair – Appointed by the Texas State Council President and approved by the Texas State Council BOD.

III. PROTOCOL/PROCEDURE:

The Trauma Committee will:

1. Serves as the agent to fulfill the directives of the National ENA Course Administrative Procedures in providing oversight of the TNCC program within the state of Texas.
2. According to the current version of the National ENA Course Administrative Procedures, the Trauma Committee is responsible for:
 - a. Serves as a resource for TNCC courses conducted within their jurisdiction.
 - b. Monitors compliance with the Course Administrative Procedures.
 - c. Monitors and evaluates the quality of the courses and instructors within their state
 - d. Addresses problems or concerns with courses and instructors.
 - e. Evaluates Instructor Candidates
 - f. May designate another Trauma Committee member that has been designated as a TICER to evaluate Instructor Candidates. The State committee should institute a process for this delegation of authority. Designation must be made by the State Chair or a member of the Committee.
 - g. Assist with opportunities to assist with an Instructor Course when requested.
 - h. Provide guidance/opportunities and support to Instructor Candidates to be mentored and monitored teach a Provider Course in a timely manner when requested.
 - i. Assess the need for Provider and Instructor courses in the state as requested or identified as a need in certain areas.
3. Quality Assurance/Quality Improvement Activities:
 - a. Responsible for the overall TNCC QAPI program in the state.
 - b. Serves as a resource for trauma related issues.
 - c. Liaison between trauma related organizations and the Texas ENA State Council as necessary.

The **Trauma Chair** has the following responsibilities:

1. Develop and distribute meeting agendas and reports from committee meetings
2. Conduct and chair Committee meetings quarterly and as needed to complete identified tasks.
3. Deliver a quarterly written and oral report on behalf of the committee at State General Assembly meetings. Written reports must be entered into Google Drive or other state specified means.
4. Develop and submit for approval an annual committee budget.
5. Serves as the State Trauma Committee liaison to the National ENA Course Administration.
6. Performs site visits when needed and provides support and guidance to new or existing programs to ensure course quality, integrity, and adherence to the Administrative Procedures. Site visits may be scheduled with the Course Director or may be unannounced.
7. Serve as mentor to Vice-Chair

The **Vice Chair** has the following responsibilities:

1. Assist the Chair as requested with the above duties.
2. After serving as Vice-Chair, be willing to seek appointment as Chair the following year at the discretion of the Texas State Council BOD.

The Committee **Members** has the following responsibility:

1. Assist the chairperson in meeting the committee's purpose and charges.

References: