



Brian Poplin, CBET  
NCBA President

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## President's Forum

### *Doing It Right!*

As many of you know the NCBA was able to partner with AAMI for their annual meeting held in Baltimore last month. Some of you were able to attend, and some could not, but rest assured the NCBA was well represented. From a board perspective, Glenn Scales and I spent some time at our booth talking to vendors and fellow BMET's about our upcoming symposium. Most were surprised to learn about the wide range of offerings and the history of commitment that our members bring to the symposium.

Several sister biomedical organizations stopped by the booth and asked for advice on conducting a good local symposium (at this point I went looking for another drink ticket, leaving Glenn to do all the talking). Most organizations have monthly meetings with little participation and are looking for a spark to get them moving in a positive direction. As we talked it became evident to me that our 23<sup>rd</sup> annual symposium will be a success once again because we "Do It Right"!

The leaders that started the NCBA must have had a good idea of what they were doing. Each year we focus a tremendous amount of resources towards the symposium and bank on the fact that as our field changes, the commitment to quality affordable education opportunities will remain. I returned from AAMI with a renewed sense of purpose towards our family of BMET's knowing that if we stick to the recipe, this year's symposium will be a huge success.

Inside this issue of *NCBA News* you will begin to see the symposium coming together. The education committee is pulling together a good number of classes based on your suggestions from last year. The nomination forms for manager & professional of the year are included so you can get an early start on recognizing top performers in your organization.

Also in this issue is the proclamation from Governor Easley regarding Biomedical Equipment Technician's Week. Hopefully, you have been planning activities in your organization to highlight your talents and accomplishments. This is a good week for all of us to polish our silver and show our facilities we are "Doing It Right".

# 2001 Board of Directors

## 2001 NCBA Officers

### President:

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Mark Renfroe, CBET  
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## 2001 Standing Committees

### Rules and Bylaws

Brian Poplin (Chair), Glenn Scales,  
Obie Godley, Mark Renfroe

### Nominating Committee:

Linda Leitch (Chair), Tommy Ballard,  
Charles Worrell

### Finance Committee:

Charles Worrell (Chair), Jim Tripp,  
Brian Poplin, Dan Harrison

### Membership Committee:

Diane Aker (Chair), Sally Goebel, Obie  
Godley, Linda Leitch

### Education Committee:

Dan Harrison (Chair), Sonny Richards,  
Mark Renfroe, Helen Jones

## 2001 Special Committees

### Apprenticeship:

Brian Poplin (Chair Person)

### Newsletter Committee:

Glenn Scales (Chair), Mark Sonntag,  
Diane Aker, Sally Goebel, Tommy  
Ballard, Mike Howard

### Scholarship Committee:

Sonny Richards (Chair), Lane Rushing,  
Dan Harrison, Linda Leitch, Charles  
Worrell

### Vendor Coordination:

Ken Logan (Chair), Charles Worrell,  
Tommy Ballard

### Hotel Coordination:

Helen Jones (Chair), Sonny Richards,  
Ken Logan, Charles Worrell, Glenn  
Scales

### Public Relations:

Brian Poplin (Chair), Glenn Scales, Dan  
Harrison

### Internet Committee:

Linda Leitch (Chair), Glenn Scales,  
Mark Sonntag, Sally Goebel, Mark  
Renfroe

### Professional of the Year:

Brian Poplin (Chair), Tommy Ballard,  
Dan Harrison, Helen Jones, Mark  
Renfroe

### Historian:

Glenn Scales (Chair), Charles Worrell,  
Obie Godley, Sonny Richards

NCBA News is an information service of the North Carolina Biomedical Association (NCBA). It has a distribution of about 500 and is published six (6) times per year. Articles and ads are due on or before the first day of even months. The newsletter is mailed on or about the first day of the odd months.

While the NCBA makes every effort to assure that its content is accurate, articles are the products of individual authors and the NCBA is not responsible for the content.

NCBA News intends to disseminate information and ideas to its subscribers. While the NCBA News accurately reflects the source of the articles, the content is of variable quality and validity. The Newsletter Committee will attempt to verify all articles, but neither the Editor nor the NCBA is responsible for information.

**YOUR HELP IS NEEDED!!!** Articles of interest to our readers are constantly needed and sometimes in short supply. If you have written any articles that may be of interest to our readers, submit it to Newsletter Committee Chairman, Glenn Scales

# NCBA Board Meeting Minutes - June 22, 2001

## Attending Board Members:

Glenn Scales, Linda Leitch, Brian Poplin, Charles Worrell, Helen Jones, Dan Harrison, Diane Aker, Sally Goebel

**Board Members not present** Mark Renfro, Tommy Ballard, Ray Laxton.

**Guests:** Sonny Richards, Obie Godly, Ken Logan, and Ken Bissette

Meeting called to order at 10:30 am by President Brian Poplin.

## Approval of the previous Board minutes:

Linda presented the board members and guests the minutes from April's meeting. After reviewing minutes, Charles Worrell stated the outstanding expenses of \$7,189.81 were for the 2000 NCBA symposium. Charles moved to accept the minutes with changes made. Helen Jones second the motion, the board unanimously approved minutes with suggested changes.

**Resignation and new appointment:** Brian presented to the board the resignation of Ray Laxton. Explaining that Ray's new job commitments would not allow him to attend the board meetings or the necessary time to commit to the board. Charles Worrell moved to accept Ray's resignation from the board. Helen Jones second the motion, the board unanimously accepted the resignation. Linda then presented the board with new candidates received for the vacant board position. The candidates were Nathan Cumbie, Parker Foster and Boyd Campbell. Brian opened the floor for other nominations. With no other nominations Helen Jones moved to close the nominations for new board member. Charles Worrell seconded the motion and the board closed nominations. The board voted by closed ballots for the new board member, and elected Boyd Campbell from Catawba Memorial Hospital.

The following reports were presented and discussed by the attending Board members.

**Treasurer's Report:** Charles handed out the profit & loss statement dated 4/30/01 though 6/20/01. He explained the statement to board members. The total checking account for NCBA is \$26,259.94. The total of NCBA assets and cash is \$58,193.72. Brian asked Charles what the benefits were for NCBA if the checking account and the certificates of deposits were at the same bank. Charles stated he would check on it.

The liability for 2001 symposium is \$15,500.00, Charles stated this should start to decrease in September as NCBA moves toward December. Glenn Scales moved to accept the Treasurer's report. Diane Aker second the motion, the board unanimously approved.

**Membership Report:** Diane handed out the latest summary report of annual membership. Only one new member added since the 2000 symposium. That brings the total membership to 458. Diane handed out the Board member list, and an updated committee member list. Sally Goebel moved to accept the report as given. Helen Jones seconded the motion, the board unanimously approved.

**Education Report:** Dan informed the board that the project management class had been cancelled due lack of interest. The class will be offer at the 2001 symposium. The Zoll defibrillator class in Raleigh is still on. Dan stated there's has been a lot of interest for this class. Dan informed board, most of the manufacturer's would like to schedule for 1 year in advance. The idea of scheduling these classes a year in advance would help advertising and class participation. Helen Jones moved to accept report as given. Sally Goebel seconds, board unanimously approved.

**Scholarship Report:** Sonny Richards informed the board that he has been in contact with both directors at colleges. Sonny is planning to send the nomination forms to the financial aid departments at

both schools in August. The scholarship deadline is 60 days prior to Symposium. Diane Aker moved to accept report as given. Charles Worrell seconded the motion, board unanimously approved.

**Rules & By-laws:** No report given. Helen Jones asked the board what the possibility of changing the structure of officer elections. Bringing up the question of running for a specific office during the general election process. After a lengthy conversation board decided not to recommend changing the structure of elections.

**Newsletter:** Glenn Scales informed the board that the latest newsletter has been mailed. Glenn informed the board that he's been investigating cost for a new publishing company. Glenn stated that the newsletter would be changed to Kinko. The previous cost for printing a 12-page newsletter was about \$967.00. The projected cost for a 12-page newsletter using Kinko's would be about \$325 less plus the postage costs are expected to be less.

Glenn informed the board what needs to be included in next newsletter and Brian placed a deadline of July 6 for reports from board officers. Also, information on the hotel, golf, and nomination forms for professional and manager of the year. Helen Jones motion to accept the report given and changing to Kinko printers. Diane Aker seconded the motion, board unanimously approved.

*Continued on page 13*

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*NCBA News* is accepting advertising that relates to biomedical equipment and of interest to our readers. Suggested subjects are: Positions Desired, Positions Available, Biomedical Equipment Wanted or For Sale (New or Used), or Announcements of Educational Opportunities or Service Schools in the area.

Advertising is open to all individuals, hospitals, and companies. The decision to carry a particular ad or classified will be the decision of the Editor with support of the NCBA Board. Camera ready copies of actual size ads required. **Corporate Members please remember what free advertisement your membership allows.** Please contact the Newsletter Editor for other pricing.

**Prepayment of all advertising is required.**

## Classified Advertising

Except "Position Wanted" notices by members (one ad per year – limit 50 words – no charge) the following ad rates apply:

(Per 75 words)	Member	Non-member
Individual	\$5. <sup>00</sup>	\$7. <sup>00</sup>
Institute	\$15. <sup>00</sup>	\$25. <sup>00</sup>
Corporation	\$20. <sup>00</sup>	\$30. <sup>00</sup>

## **Biomed Shop Takes Big Step!** **By Charles Worrell, CBET**

TRC's biomedical shop has taken another step into the world of computer automation.

Thanks to the software talents of biomed Thomas Austin, we can now dump individual equipment "PM Reports" into our own work order format directly from the DNI medTester 5000 system consisting of the 5000, barcode scanning gun, Impulse 3000 defibrillator, and Oxitest +7 data.

Using DNI's wedge module to tie the outputs of the Impulse 3000 and the Oxitest +7 to the medTester 5000, we can now collect all inspection data into one form and transfer it directly into a specific equipment inspection report. This has reduced the error possibility and time in creating inspection reports.

The Medtester 5000 is taken to the test sites. Safety and operational tests are made, data is collected by the system, and then at the end of the day is dumped into our data base from the 5000, printed, and signed. By using employee ID numbers, hard copies will not be necessary. An ongoing software history log for each inspected unit is created.

This conserves biomed time and gives an outstanding history record for your Joint Commission reviews.

## **AAMI Convention - Baltimore, MD** **by Steven Comas, Moses Cone Hospital**

I was very fortunate to be able to attend the AAMI convention in Baltimore June 9-12. I believe every bmet, vendor, or anyone involved with medical equipment should experience an AAMI convention at least once in their career.

I attended several classes during the convention, but one class I felt was very important to the job I perform and what the future might hold for others in my field.

ECRI and the FDA presented a class titled Medical Mishap, Device Defect or Crime. They discussed the procedures that bmet's should take in case a possible incident occurred. ECRI told the class that equipment should not be turned off until the bmet is sure that the error codes and memory are safely stored or logged. They also discussed lawsuits and court cases where bmet's might have to take the stand. The equipment that they have seen with lawsuits and court cases are the following; Pediatric Surgery, Cardioplegia, Anesthesia Equipment, Apnea Monitors, Electrosurgical Units, Ventilators, PCA Pumps, and hospital equipment at patient homes.

They stressed that the Risk Manager should be the liaison for the hospital and that bmet's should contact them for the policies and procedures.

Steven Comas CBET  
Moses Cone Health System

## **Ray Laxton Honored at AAMI**



The TISCOR / Herb Gardner Foundation Award recognizes a mid-career biomedical professional who seeks to advance his or her career by pursuing an undergraduate or advanced degree or completing training at an appropriate technical school. Candidates should be employed as a BMET or related technical service position for at least three years, and should show clear evidence - by accomplishments, training, and employment - that they are committed to the technical service field.

Ray Laxton [left], director of clinical engineering at Clarion Health Partners in Indianapolis and an NCBA Past President, is the recipient of the 2001 TISCOR/Herb Gardner Foundation Award presented at the AAMI Annual Meeting in Baltimore, MD. The

award recognizes a mid-career biomedical professional who seeks to advance his or her career by pursuing an undergraduate or advanced degree, or completing training at a technical school. Laxton is currently pursuing his MBA/MHA through Pfeiffer University in Charlotte, N.C., is a past president of the North Carolina Biomedical Association, and a clinical faculty instructor for the Joint Commission on Accreditation of Healthcare Organizations. As this year's recipient, Laxton will receive a \$1,000 award and an engraved plaque.

## Computer Tech Tips by Glenn Scales, CBET

### Convert Adobe PDF Files to Word or WordPerfect Documents

Adobe Acrobat's Portable Document Format files are popular, especially on the Internet, but you can't edit or save them in another format with just the free Acrobat Reader (you need the full version of Adobe Acrobat to do so). However, you can extract the text from a PDF file and paste it into either a Word or WordPerfect document.

Open the PDF file in Acrobat Reader, select Edit, Select All (or press Ctrl-A), and then choose Edit, Copy (or press Ctrl-C). Now open a new or existing document in either Word or WordPerfect and select Edit, Paste (or press Ctrl-V) to insert the text at the current cursor location. There's a catch, though: Acrobat Reader's Select All command selects only the text on the current page, so you'll need to repeat the process for each page of the document. And once the text is in the word processor's document, it'll probably look a fright, what with all the strange characters, odd font sizes and styles, and general PDF mayhem. You'll have to do your document formatting manually.

(Legal note: Be sure to observe copyright laws when moving text from PDF files into your own documents.)

### Make Precise Selections

If you select a range of cells in a Microsoft Excel worksheet, for example, and part of the area you select isn't visible, you may select too few or too many cells if you simply click and drag with the mouse. This is especially true on notebooks, whose pointing devices are lousy at clicking and dragging.

The Shift-click technique, however, works when you make selections in any Windows application. To select a group of visible and invisible cells, click the upper-left cell of the desired selection, navigate to the bottom-right cell of the area you want to select, and click that bottom-right cell while holding down the Shift key. Doing so will select the entire range. This technique also works when you're creating a formula and need to give it a range of cells to calculate.

To select a group of nonadjacent cells when creating a formula or formatting a group of separated cells, hold down the Ctrl key while you select each cell in turn. If you make an error in selection, Ctrl-click the cell again to deselect it.

### More Selection Tips

The Shift-click technique will work in virtually any Windows based application. Some other convenient shortcuts for selection text include:

Ctrl-Shift-Home: Selects all text from the current cursor position to the beginning of the document

Ctrl-Shift-End: Selects all text from the current cursor position to the end of the document

Ctrl-Shift-right arrow: Extends selection from the current cursor position to the right, one word at a time. Ctrl-Shift-left arrow extends the selection to the left.

Ctrl-A: Selects the entire document

### Change the Date Format

There's a trick to changing the default date and time format in Word 97 and 2000. Select Insert, Date and Time, pick a format, and click Default and Yes in the confirmation box. Now when you insert a date in your document, press Alt-Shift-D instead of selecting 'Insert, Date and Time.' This shortcut will insert the date, using the new format. If you select the menu command, it will insert the date in Word's default format rather than the date format that you selected.

### Find and Replace Invisible Items

The find and replace tools in Word 97 or 2000 aren't much help when you're working with invisible items—tabs, paragraph marks, page and section breaks, and the like. You could use Word's shortcut characters to represent these items, but they're hard to remember. To find and replace invisible items without taxing your memory, select either Edit, Find or Edit, Replace, and place your cursor in the 'Find what' or 'Replace with' field in the resulting dialog box. Click More to expand the dialog box, and then choose Special to display a list of characters representing nontext functions. From the list, select the item you want to search for or replace with, and click the appropriate button to carry out your search or replace operation. To insert more than one special character in a dialog box, or to combine a special character with normal text, repeat the above process as necessary.

### Get Quick Formatting Info

You can get instant information about the formatting of any text or graphic in a document by pressing Shift-F1, which turns the mouse pointer into a question mark with an arrow. Click the text or graphic in question to call up a box showing formatting information.

Extra tip: After pressing Shift-F1, you can also click any command, icon, toolbar, or other feature in Word's window to see a description of that item. Just press Esc to return the mouse pointer to its normal function.

## Caldwell Community College and Technical Institute

### Return from D.I.T.E.C.

For the fifth consecutive year Caldwell Community College and Technical Institute has made it's annual spring trip to Solon, Ohio for level one x-ray training at Diagnostic Imaging Technical Education Center. (DITEC) This year fourteen-second year students took advantage of this extra curricular training. As usual the students' comments on the training were overwhelmingly positive.

The students spent many hours in the evening studying the material covered that day and trying to prepare for the next day's assignments. Evidently this worked out well for the fourteen attendees because all of the Caldwell students passed the exam on Saturday. Special congratulations should be mentioned for Nancy Rowan and Brian Blevins from this years class who passed with honors. They join Crisci Fleming of Moore Regional Hospital as the only students from Caldwell to receive this honor in the five years that we have been going to D.I.T.E.C.

Many thanks to Manny and Ruth Roman for making this opportunity available to the second year class at Caldwell Community College. Thanks also to the fine staff at DITEC for making us feel welcome during our week stay, and of course a very special thank you to Jay Mathis, CRES for his excellent instruction.



### Zoll Defibrillator Training

Zoll is scheduled to teach a one-day class on the M-Series Defibrillators on Tuesday, August 21, 2001 from 8:00am till 4:30pm. There is no charge for the class, but lunch will be "on your own" and several restrants are nearby.

The class will be held at the North Raleigh Hilton on Wake Forest Road just off the I-440 "Beltline" in Raleigh, NC. Class size is limited to 10 so you will need to register early. To register, or if you have questions, please contact Mark Renfroe at Wayne Memorial Hospital in Goldsboro, NC. Phone 919-731-6077 or e-mail Mark at [director5@ncbiomedassoc.com](mailto:director5@ncbiomedassoc.com)

# WANTED

As we move into the 21<sup>st</sup> century, the need for accurate information becomes more and more important. And your NCBA is no exception. Every year we collect information about our members through their Symposium registration forms. However, it is getting increasingly difficult to keep this information current. In addition, the Board of Directors is beginning to use e-mail as a regular communication tool. If your contact information or job changes, or if you get an e-mail address, please forward these changes and additions to the Membership Secretary and Webmaster. We want to make sure you receive your mailings and e-mail notices.

If you will look at the Board of Directors contact information on page 2, you will note that we all have new NCBA e-mail addresses. This will allow you to set up an address book listing for a Board member and be assured that e-mail to that position will get to the appropriate individual. You will no longer have to change your NCBA e-mail contact lists after each election.

As your new Newsletter Editor I have another item to add to the WANTED list. I need a continuing supply of articles for the Newsletter. I can usually count on several members to submit articles, but I always need more and varied input from you. The Newsletter is a communication tool that I am trying to expand and improve, and you are the key. Please note the article from our long-time friend Marv Shepherd on page 11. This is a great example of linking the Symposium and the Newsletter. I am hopeful that I will be able to solicit a steady stream of interesting articles from our vendors and Symposium speakers.

We all have special talents and unique experiences. It's time to start sharing this with your fellow members. For those of you who are certified, this is another good way to get certification renewal points. If you have any questions or need details about submitting articles, please feel free to contact me by e-mail or phone. Thanks.

Glenn Scales, Editor



North Carolina Biomedical Association  
Manager of the Year Nomination  
Sponsored by Spacelabs Medical

Do you know a manager who has given personally and professionally to the field of Biomedical / Clinical Engineering as well as to their local community? The North Carolina Biomedical Association in conjunction with Spacelabs Medical has created the Manager of the Year Award to be presented annually at the NCBA Symposium for just such a person. **The winner will receive a check for \$1,000 and a plaque identifying them as the NCBA Manager of the Year.** We are looking for managers who have made significant contributions in each of the following areas:

**Professional Achievement**

Professional achievement activities are those turning points during a career that set the manager apart from his or her peers. Criteria for professional achievement are:

- Leadership of employees or projects, in a manner that exemplifies dedication and professionalism to the field of biomedical technology.
- Contributions to the advancement and recognition of biomedical technology within the medical community.
- Seeking out continual development through constant learning, educational participation, and professional growth.

**Community Contribution**

Community contribution activities include any activities which provide a significant social, moral, economic, or educational benefit to the local community of the nominee. Criteria for community contribution are:

- Participation in community activities that differ from those associated with professional responsibilities.
- Demonstrated leadership in community or charitable organizations.

**Biomedical Community**

Biomedical community contributions are those activities, which enhance the professional biomedical community. Criteria for biomedical community contributions are:

- Participatory member in the North Carolina Biomedical Association.
- Demonstrated leadership in the field of biomedical technology on a local, state, or national level.
- Significant contribution to the advancement of the profession through speaking, writing, or networking activities.

**SUBMISSIONS:**

All submissions will be made on the reverse side of this form and submitted to the NCBA Board of Directors so that they are received no later than October 31<sup>st</sup> in the year of submission.



# NCBA Manager of the Year Nomination

(Please Type)

1. Name of Candidate: \_\_\_\_\_

Title: \_\_\_\_\_

Employer: \_\_\_\_\_

Work Address: \_\_\_\_\_

Work City/State/Zip Code: \_\_\_\_\_

Work Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home City/State/Zip Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

2. Please attach a letter of nomination that states the reason, and provides a comprehensive explanation of why this individual is being nominated.
3. An updated resume with the current position held by the nominee, **must** be attached for the nominee to be considered.
4. Additional letters of support are strongly encouraged in order to help identify the nominee's ability to meet the criteria listed. Supporting letters should be from individuals familiar with the nominee's contributions, and should not exceed two pages in length.
5. Additional documentation is encouraged, including (but not limited to) a list of cited articles, published materials, or speaking engagements.
6. Mail your complete set of materials to:

North Carolina Biomedical Association  
6300-138 Creedmoor Road, PMB 272  
Raleigh, NC 27612-6730  
Phone: (919) 688-6890  
Attention: Manager of the Year

7. All entries must be received no later than October 31<sup>st</sup> in the year of submission.



North Carolina Biomedical Association  
Professional of the Year Nomination  
Sponsored by Hill-Rom

Do you know someone who has given personally and professionally to the field of Biomedical / Clinical Engineering as well as to their local community? The North Carolina Biomedical Association in conjunction with Hill-Rom has created the Professional of the Year Award to be presented annually at the NCBA Symposium for just such a person. **The winner will receive a check for \$1,000, and a plaque identifying them as the NCBA Professional of the Year.** We are looking for individuals who have made contributions in each of the following areas:

**Professional Achievement**

Professional achievement activities are those performed in the course of day-to-day duty to their employer. Examples of professional achievement are:

- Assisted person in another department in a time of great need which clearly placed the needs of others above their own.
- Performed assigned duties in an outstanding manner.
- Made significant contributions to the mission of the institution which were clearly above and beyond the normal assigned tasks.

**Community Contribution**

Community contribution activities include any activities which provide a significant social, moral, economic, or educational benefit to the local community of the nominee. Examples of community contribution are:

- Organized a community-wide fund raising drive for a charitable organization.
- Contributed numerous hours to a charitable cause.
- Organized a community-wide educational program which improved or contributed to the improvement of the community inhabitants.

**Biomedical Community Contribution**

Biomedical community contributions are those activities which enhance the professional biomedical community. Examples of contributions are:

- Published articles in biomedical related professional journals, magazines, or periodicals.
- Presentations at a biomedical organization functions.
- Participation in panel discussions at biomedical organization functions.
- Volunteer work assisting a biomedical organization.

**SUBMISSIONS:**

All submissions will be made on the reverse side of this form and submitted to the NCBA Board of Directors so that they are received no later than October 31<sup>st</sup> in the year of submission.

# NCBA Professional of the Year Nomination

*(Please Type)*

1. Name of Candidate: \_\_\_\_\_

Title: \_\_\_\_\_

Institution: \_\_\_\_\_

Work Address: \_\_\_\_\_

Work City/State/Zip Code: \_\_\_\_\_

Work Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home City/State/Zip Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

2. Please attach a letter of nomination that states the reason and provides a comprehensive explanation of why this individual is being nominated. Please provide examples in ALL THREE areas listed on the reverse side of this form.
3. A resume of the individual being nominated **must** be attached for the nominee to be considered.
4. If you wish to provide additional letters of support, each letter should not exceed two pages.
5. Additional documentation may be provided, including a list of cited articles, published materials, or speaking engagements.
6. Mail your complete set of materials to:

North Carolina Biomedical Association  
6300-138 Creedmoor Road, PMB 272  
Raleigh, NC 27612-6730  
Phone: (919) 688-6890  
Attention: Professional of the Year

7. All entries must be received no later than October 31<sup>st</sup> in the year of submission.

# It's About Time!

## Should We Keep Computer Clocks Accurate?

**Marv Shepherd, PE**

DEVTEQ

LOAPPD (Lover of Annual Pig-Picken Dinner)

As each of us gets older our experiences allow us to identify changing patterns. Sometimes these patterns seem to predict impending problems. I would like to relate six events that to me suggest such a pattern; and I ask you what, if anything, we should do about it?

1. Several years ago, I investigated an accident that related to the failure of a registry nurse to activate the default alarms of a cardiac monitor. The particular monitoring system required the pressing of a switch to activate the alarms. After the alarm failed to sound, the nurse wondered why no alarms had occurred? In her investigation she noted that the print out of the printed record was one hour earlier than the adverse event. This incorrect timing led her to believe that since the printed record was obviously incorrect that the complete system was not functioning properly.

2. In another investigation, a fetal activity monitor appeared to have two fetal activities occurring when the mother had only one fetus. During the investigation, I interviewed the hospital evening shift. When I looked at the printed fetal activity strip I kept referring to the time on the printed strip. After several comments one nurse asked why the time I referred to was some 45 minutes prior to the actual event. The time printed on the recorded strip was not only off but also off almost an hour. The nurse was confused about the discrepancy to the degree that she could not concentrate on other questions, until I indicated that the time on the strip was apparently off about the time of a "fall back" due to daylight savings time. (And, oh yes, someone had taken a previously recorded strip, refolded it and placed it back into the machine, accounting for the two fetal activities.)

3. About 1996, I investigated an over-infusion event. I looked at the event memory of the infusion pump and found that it was off by 48 minutes. After I found out the actual time of the event I had to compensate for the error. Once they were compensated for, the cause of the event became obvious. A similar occurrence was related to an intra-aortic balloon pump.

4. Recently in a Washington state hospital, I was talking to a biomedical engineer when a call came in that indicated that a cardiac monitor required adjusting. The engineer asked if I would like to join him to respond to the call. The nurse in a Post Anesthesia Recovery area noted

that the monitor she was using was reading 6 minutes later than real time and wanted the monitor adjusted. When I asked why the concern for 6 minutes the nurse said that patients arriving from surgery were to have vital signs taken every 30 minutes and 6 minutes was a significant portion of that time. Note that I am not trying to justify nursing concerns for a 6-minute error but only to describe a clinical circumstance of importance to that nurse.

5. I asked the biomedical engineer if anyone else in that hospital seemed concerned about computer clocks. He said that on one occasion a Nuclear Med technologist called and said that he wanted all of his Nuclear Med equipment set for the same time and that the time should be the same as the clock on the wall. This was certainly an interesting, if not surprising, requirement.

6. Time and date stamps on defibrillators and monitors document critical events in a hospital's clinical activities. This documentation is placed in the patient's record not only for medical purposes but to possibly become a legal record as well. Any timing errors may later be introduced into court to prove either a defendant or plaintiff's viewpoint of the clinical intervention.

Each of these incidents appeared to occur for different reasons. The first had caused the nurse to believe the cardiac monitors were malfunctioning. The second confused the staff for some period until the discrepancy in time was understood. The third required additional effort to assure the time of the adverse event was the same as the time in the infusion pump memory. The fourth was an attempt to assure identical timing in several clinical environments and the fifth was trying to assure the same timing of all equipment in one clinical area. The sixth relates to the medical/legal documentation of patient care.

I have described for you a series of six occurrences that have happened to me. First, I would like to know if they or others have happened to you? Second, is time an important enough factor in the clinical setting that we should pro-actively make sure that all of the computer clocks are set correctly? If so, who should be responsible for setting clocks; BMETs/CEs or nurses?

Let me hear from you! Write to the editor of this newsletter. Not only will he publish your response, but I will also respond to your comments.

## Charles Worrell, CBET

## 2001 - 02 Board Member

Employed by TRC Environmental since 1987 as an Associate Engineer, Biomedical electronics, providing contractor support to the US Environmental Protection Agency's Human Studies Research Facility at Chapel Hill.

Charles has been a member of the NCBA since 1982, first elected to the Board in 1987, served 1988, 1992, 1993, and 1994.



Established and chaired the first NCBA Certification Review and Exam in 1987; again in 1988, 1990 and 1991.

Elected President 1988, Vice President 1991

Received the President Distinguished Service Award in 1987.

Received the President Outstanding Service Award in 1988 & 1991.

Symposium Vendor coordinator for 4 years

Symposium Hotel coordinator for 2 years

In my travels outside North Carolina, I have found that our NCBA is one of the most successful and active in the nation. In the early 1990's, many state biomedical groups used our newsletter format for theirs. We are one of the best vendor supported organizations in the nation. I feel it is an honor to be a part of it and to have been elected to the Board again.

The Board meetings are open to all members, but if I can bring your concerns to the Board, call or e-mail me.

## Sally Goebel

## 2001 - 02 Board Member



My Biomedical equipment maintenance career spans two decades, and has included numerous challenging positions in several states. I began as a Biomedical Technician at St. John's Regional Medical Center in Joplin, Missouri. As a BMET, my primary areas of responsibility were CVOR, OR and Radiology. After several years, the facility elected to contract with ServiceMaster for their medical equipment maintenance, and I joined the ServiceMaster team. We serviced a system of four to seven hospitals in Kansas, Oklahoma and Missouri from the hub at St. John's. In 1991, I was promoted to Associate Manager, with responsibility for all outside locations.

In 1996, I accepted a new position with ServiceMaster as Quality Development Manager for Clinical Engineering Services at Covenant Healthcare in Milwaukee, Wisconsin. At that time, the Covenant Healthcare system consisted of five hospitals, a major Laboratory service, and numerous clinics. We were responsible for all medical equipment from MR to electronic thermometers. My responsibilities included safety, training and development of in-house Clinical Engineers, surveying customer satisfaction, and compliance with all state and federal regulatory agencies

and internal programs. I was also responsible for System-wide Y2K planning and remediation.

My family and I moved to North Carolina in 1999, where I worked on special projects for ServiceMaster at the Clinical Engineering Department of Duke University. I later accepted a position with Premier at UNC Hospitals in Chapel Hill as Manager of Imaging Technology Services, where I was responsible for all imaging equipment maintenance and repair.

Siemens Medical Systems offered me a position in April of this year as National Support Manager for Oncology. In this challenging role, I address service issues across the country. It is, by far, the hardest job I've ever loved!

**Board Meeting Minutes, Continued from page 3**

**Nominating Committee:** The board discussed the positions on the board that will be open for election in December. It was determined that 5 positions are available for re-election or newly elected.

**Internet:** Glenn Scales informed the board that the web site has changed to Apollo hosting. Glenn will be the administrator of the account and webmaster. Glenn sent a letter to Cryptocom Corporation that the NCBA would close the account with them. Glenn explained to the board the new unlimited possibilities with Apollo. Dan Harrison moved to accept the report given. Helen Jones seconded, board unanimously approved.

**Professional of the Year:** Brian stated has requested the check from SpaceLabs Medical and is waiting on Hill-Rom. The nomination from will be in next newsletter and on the Internet. Sally Goebel moved to accept the report given. Charles Worrell seconded the motion, board unanimously approved.

***Old Business:***

**AAMI Report:** Glenn informed the board that AAMI symposium in Baltimore was a success this year. AAMI gave the NCBA a booth to advertise its history and current information. As Brian and Glenn visited the vendor area at AAMI, they handed out some 50-vendor registration packages to vendors not present at past NCBA symposiums.

**Vote on changes to Policy and Procedure Manual:** The board reviewed the manual prior to meeting. Helen Jones moved to approve the revised policy and procedure manual. Dan Harrison seconded the motion, board unanimously approved manual.

***Symposium Planning:***

**Hotel Planning:** Helen informed the board that she is meeting with Pinehurst on June 26, 2001. Our new coordinator at Pinehurst is Pat Miller. Helen plans to discuss with Pat the following items: number of classrooms, the food and beverages cost, room rates, and early check in for NCBA board members. Helen has the room rates (without breakfast) as \$117 per double room. That's an increase of \$5 from last year. Helen has been in contact with Dave Kory about using his BBQ sauce for the pig pick'n dinner.

**Education:** Dan handed out a tentative schedule for 2001 symposium. General discussion on the list of classes offered. Dan is gathering the biography of instructors for the brochure. The planned mailing for brochure is September. Some classes that Dan is still working on are basic computer repair, device related incidents, humor in workplace, spectrum analysis, and RSTI classes. Glenn and Dan will work together on the brochure for 2001 NCBA symposium. Helen asked for possible number of projectors and visual aid equipment needs.

**Vendor Relation:** Ken Logan reported to the board the current vendor resignation packages. He is planning to mail these packages in mid-July or August. Ken stated the booth company ID nameplates are still good for 2001 symposium. Brian asked Ken what the maximum number of vendor spaces available at Pinehurst was? Ken responded: 85-90 spaces. Ken handed out the vendor cost for vendor area.

**Membership:** Diane has ordered some samples of new badges. General discussion on types of badges and possibility of vendors donating the neck straps.

**Finance:** Charles informed the board last year's symposium lost was about \$4,636.03. The increase of vendor cost should help counteract this year loss.

**Bags and Shirts:** Obie Godly discussed with the board what the theme, logo and colors for this year's symposium. One suggestion for the theme is "the new millennium". Shirts will be the golf shirts with the NCBA on front left chest. Planning to do another pre-sale on shirts with a few additional for the symposium.

***Seminar Planning:***

Dan and Mark are working on the stand alone seminar courses for year 2002. One stand alone class for Zoll in Raleigh.

***New Business:***

**Web-site hosting issue:** Discussion under Internet report.

**Public Relations:** Brian has sent the request forms State of North Carolina to recognize Biomedical Equipment Technician Week for August 5-12, 2001.

**New Committee:** Brian asked for board member to form a committee that will address the issue to work with other state Biomedical groups for a regional symposium in the year of 2003. Board decided to reevaluate after the year's symposium.

**Adjournment:** Charles Worrell moved that the board adjourn. Sally Goebel seconded, the board adjourned at 2:30pm. Next NCBA meeting will be at Wayne Memorial Hospital, Goldsboro NC.

**Respectfully Submitted,**

**Linda K. Leitch  
NCBA Recording Secretary**

# State of North Carolina



MICHAEL F. EASLEY  
GOVERNOR

## BIOMEDICAL EQUIPMENT TECHNICIANS WEEK

2001

BY THE GOVERNOR OF THE STATE OF NORTH CAROLINA

### A PROCLAMATION

WHEREAS, modern health care relies upon machines, as well as people for the best treatment available. Diagnostic instruments such as patient monitors, EKG machines, and laboratory and X-ray equipment help establish the need for care. Therapeutic systems such as anesthesia machines, physical therapy instruments, pacemakers, and radiation devices provide needed service to patients; and

WHEREAS, while health care costs are a major concern, costs can be controlled by effectively selecting and repairing medical equipment by qualified clinical engineers and biomedical technicians; and

WHEREAS, the biomedical technician has the level of education, experience and competence needed to work professionally with physicians, hospital administrators and other personnel regarding the technological aspects of health care delivery. They install, inspect, repair, calibrate and modify medical devices and medical support systems. These professionals offer advice about the operation, underlying physiological principles and the practical, safe clinical application of medical devices. They also supervise biomedical equipment maintenance activities;

NOW, THEREFORE, I, MICHAEL F. EASLEY, Governor of the State of North Carolina, do hereby proclaim August 5-11, 2001, as "**BIOMEDICAL EQUIPMENT TECHNICIANS WEEK**" in North Carolina, and urge our citizens to recognize the importance of this profession in maintaining quality health care in our State.



MICHAEL F. EASLEY

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the State of North Carolina at the Capitol in Raleigh this twenty-sixth day of June in the year of our Lord two thousand and one, and of the Independence of the United States of America the two hundred and twenty-fifth.



