

OPTN Transplant Administrators Committee

Meeting Summary

July 22, 2024

Conference Call

Susan Zylicz, MHA, BSN, CCTC, Chair
Jason Huff, MSN, RN, FNKF, Vice Chair

Introduction

The OPTN Transplant Administrators Committee (“Committee”) met via Cisco WebEx teleconference on 07/22/2024 to discuss the following agenda items:

1. **MPSC Presentation**
2. **Orientation**
3. **FIG Feedback**

The following is a summary of the Committee’s discussions:

1. **MPSC Presentation**

No decisions were made.

OPTN MPSC (Membership and Professional Standards Committee) staff gave a presentation on the OPTN Member Evaluation Plan.

Summary of Presentation:

OPTN MPSC staff stated that the evaluation plan exists as guidance on how the OPTN contractor will conduct reviews and evaluations on member performance and compliance. The new evaluation plan goal is to expand the plan to encompass all components of the OPTN process. The MPSC asked for feedback on their new buckets of monitoring. The first includes continuous monitoring, or ongoing reviews of information submitted to the OPTN. The next is required reporting around patient safety scenarios. The third is allocations, which has been an OPTN process that was conducted prior but did not have evaluation plan outlines. The fourth is new monitoring, which includes policies surrounding variances and expanded bylaw monitoring. Lastly, an evaluation plan appendix was added to provide a historical archive of when active monitoring has been retired.

MPSC staff also outlined organizational and formatting changes. Any monitoring with open-session operational rule will have a footnote linking the meeting summary to the MPSC decision. Effective dates will be changed to last updated dates to more accurately reflect implementation.

Summary of discussion:

None

Next steps:

None

2. Orientation

No decisions were made.

Summary of Presentation:

OPTN staff presented orientation information for new and returning members.

Summary of discussion:

None

Next steps:

None

3. FIG Feedback

No decisions were made.

Summary of Presentation:

OPTN staff requested feedback on the Fiscal Impact Advisory Group process. Staff stated that more granularity on the process has been requested from the OPTN Board of Directors.

Summary of Discussion:

The Chair mentioned that ambiguity in some policy implementation makes it difficult to predict implementation burdens. The Chair also mentioned that the variances in program size and structures can complicate estimates. A member said that in some programs one staff member may be filling multiple roles as opposed to having more staff at larger programs. This member also reiterated that program size largely impacts fiscal and staff burdens. A member stated that post-implementation analysis should take place to accurately analyze the FIG process and long-term impacts.

Next Steps:

The committee will continue to discuss the FIG process.

Upcoming Meetings:

- August 22nd, 2024

Attendance

- **Committee Members**
 - Ashley Frazier
 - Chuck Zollinger
 - Brian Cruddas
 - Emily Warren
 - Jamie Bucio
 - Jason Huff
 - Katie Dokus
 - Sarah Madgwick
 - Kay Shield Ragan
 - Luke Preczewski
 - Shelley Zomak
 - Sharon Klarman
 - Susan Stockemer
 - Susan Zylicz
 - Chris Wood
- **HRSA Representatives**
 - Jim Bowman
- **UNOS Staff**
 - Jamie Panko
 - Cole Fox
 - Stryker-Ann Vosteen
 - Kristina Hogan
 - Houlder Hudgins
 - Laura Schmitt