

Tuolumne County Emergency Medical Services Agency
EMS System Policies and Procedures

Policy: Trauma Center Designation

#534.00

Creation Date: 5-5-04

Medical Director: _____

Revision Date:

EMS Coordinator: _____

Review Date: 05-07

I. AUTHORITY

Division 2.5, California Health and Safety Code, §1797.220 and 1798.163.

II. DEFINITION

- A. “Base hospital” means one of a limited number of hospitals which, upon designation by the Tuolumne County EMS Agency, is responsible for directing the advanced life support and pre-hospital care system assigned to it by the Tuolumne County EMS Agency.
- B. “Major trauma patient” means a patient who upon assessment by pre-hospital personnel meets one or more of the adult or pediatric trauma triage criteria defined by EMS Policies No 535.00 and 535.10.
- C. “Receiving Facility” means a licensed general acute care hospital with a special permit for basic or comprehensive emergency services issued in accordance with California Code of regulations, Title 22, Division 5.
- D. “Trauma Care System” or “trauma system” means a system that is designed to meet the needs of all injured patients as defined by a local EMS agency’s trauma care system plan.
- E. “Trauma Center” means a licensed hospital, accredited by the Joint Commission on the Accreditation of Healthcare Organizations, which has been designated as a level I, II, III or IV trauma center or as a level I or II pediatric trauma center by a local EMS agency.

III. PURPOSE

The purpose of this policy is to establish the process for designating trauma centers in the Tuolumne County Trauma Care System.

IV. POLICY

A. Inclusive Nature of Trauma Designation:

1. The Tuolumne County EMS Agency shall accept applications from any and all receiving facilities in Tuolumne County for designation as a level III or level IV trauma center.

B. Base Hospital Designation as Pre-requisite for Trauma Center Designation:

1. An application for trauma center designation shall also be considered as an application for base hospital designation for those receiving facilities that do not possess current designation as a base hospital by the Tuolumne County EMS Agency.

C. Application Process:

1. Interested receiving facilities are required to submit a letter of interest and the application fee to initiate the designation process. The Tuolumne County EMS Agency shall mail an application packet to the interested receiving facility.
2. The interested receiving facility shall submit an original application and five (5) copies to the Tuolumne County EMS Agency. Applications will be reviewed by Tuolumne County EMS Agency staff for completeness and compliance with minimum requirements. Applicants will be notified of any missing, non-compliant or non-responsive items in their application. Applicants shall be provided an opportunity to revise and resubmit their application.
3. The Tuolumne County EMS Agency shall form a Trauma Designation Team to review the written application and conduct a site visit of the applicant's hospital. The Trauma Designation Team shall consist of three (3) to five (5) persons knowledgeable in trauma care systems, have an understanding of the multi-disciplinary nature of trauma care and have no conflict of interest in the trauma designation process. Trauma Designation Team members may include:
 - a. Trauma Surgeons;
 - b. Emergency Medicine Physicians;
 - c. Trauma Nurse Coordinators;
 - d. Trauma Center Administrators;
 - e. Trauma System Coordinators or other appropriate local EMS agency staff.

4. Applications and facilities shall be evaluated by the Trauma Designation Team according to:
 - a. Compliance with minimum standards and requirements;
 - b. Quality and scope of service;
 - c. Applicant's demonstrated commitment to the care of major trauma patients;
 - d. Comprehensiveness of the applications;
 - e. Cost effectiveness of the proposed service.
5. The Trauma Designation Team shall submit a written report to the Tuolumne County EMS Agency documenting their findings and recommendation.
6. The Tuolumne County EMS Agency shall develop trauma center agreements with applicants receiving a favorable designation recommendation from the Trauma Designation Team. The Tuolumne County EMS Agency shall submit the trauma center agreement the Tuolumne County Board of Supervisors for their review and approval.

D. Appeal Process:

1. Applicants who receive a non-favorable recommendation from the Trauma Designation Team may appeal the non-favorable recommendation to the Tuolumne County Emergency Medical Care Committee (EMCC).
 - a. Grounds for appeal are limited to:
 - (1) Alleged failure to follow the application process;
 - (2) Misinterpretation of trauma center requirements or criteria;
 - (3) Trauma Designation Team member conflict of interest.
2. The appealing facility shall submit a letter of appeal to the Tuolumne County EMS Agency with thirty (30) days of receiving notification of the non-favorable recommendation from the Trauma Designation Team. The letter of appeal shall include the applicant's rational for requesting the appeal and any supporting documentation.
3. A special meeting of the EMCC shall be held to consider the applicant's letter of appeal. Members of the EMCC with a conflict of interest as deemed by the County Counsel's Office of Tuolumne County shall recuse themselves from participating in the EMCC appeals process.

4. The EMCC shall make a report to the Tuolumne County EMS Agency as follows:
 - a. Deny appeal and concur with the Trauma Designation Team non-favorable recommendation, or;
 - b. Grant appeal and reject the Trauma Designation Team non-favorable recommendation.
- E. Applicant's receiving a non-favorable recommendation from the Trauma Designation Team or applicants whose appeal has been denied may re-apply for trauma center designation after six (6) months.