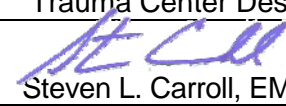



COUNTY OF VENTURA HEALTH CARE AGENCY		EMERGENCY MEDICAL SERVICES POLICIES AND PROCEDURES	
Policy Title: Trauma Center Designation		Policy Number 1401	
APPROVED: Administration:	 Steven L. Carroll, EMT-P	Date: July 1, 2010	
APPROVED: Medical Director:	 Angelo Salvucci, M.D.	Date: July 1, 2010	
Origination Date:	July 1, 2010	Effective Date: July 1, 2010	
Date Revised:			
Date Last Reviewed:			
Review Date:	July 1, 2011		

- I. PURPOSE: To establish a procedure for the designation of Level II trauma centers in Ventura County
- II. AUTHORITY: Health and Safety Code, §1797.160, §1797.161, and §1798, and California Code of Regulations, Title 22, §100255.
- III. POLICY:
 - A. Trauma Center Designation
 1. Ventura County Emergency Medical Services Agency will issue a request for proposal (RFP) for the designation of the Level II trauma center(s). The RFP will include:
 - a. Introduction and background information about Ventura County's trauma system.
 - b. General information and instructions about trauma center designation including eligibility for application, primary service areas, fees and EMS's no guarantee policy of the minimum number of trauma patients
 - c. Reference to Title 22 and the American College of Surgeons "Resource for Optimal Care of the Injured Patient 2006" as the criteria for designation. Applicants will be required to describe their current compliance with these criteria or to indicate plans to achieve compliance within 6 months of the nomination for designation.
 - d. List of the minimal requirements for designation that includes: hospital organization, medical staff support, the

trauma program, the trauma medical director, the trauma resuscitation team, the trauma service, the trauma program manager, the trauma registrar and interventional radiology services on site. (Please see page 31- 35 of the "Resource for Optimal Care of the Injured Patient 2006" for full description of the above).

- e. A list of Level II trauma center conditions and requirements, which the applicant will be required to accept.
 - f. A contract between the applicant hospital and Ventura County Emergency Medical Services Agency to be completed when the hospital's application has been approved. Applicants will be required to indicate their acceptance of the contract or to submit alternative language for any clause which they are unwilling to accept.
 - g. A schedule of fees for Level II trauma center applications and ongoing designation/contracts.
2. The RFP will be sent by registered, return-receipt-requested mail to those hospitals in Ventura County who submitted the required letter of interest. Any hospital wishing to respond to the RFP will be required to complete the RFP as outlined in the RFP and submit the application fee by a specified date and time. Thereafter, all communication regarding the process will be sent only to hospitals that have indicated their interest.
 3. EMS will host a mandatory pre-proposal conference
 4. Hospitals will have up to 60 days to submit an original and six copies of the proposal to ACS. Other submission requirements will be outlined in the RFP.
 5. The independent review panel (IRP) will include experts as appropriate for the level of designation such as a trauma surgeon(s), emergency physician(s), trauma program manager(s), hospital administrator(s), EMS Agency administrator(s) and/or individuals with similar qualifications. The IRP shall be composed of individuals who work outside of the County of Ventura and have no affiliation or allegiance to any hospital within the County, and who are selected and approved by the Trauma Working

Group.

6. The proposal review process will be contracted to American College of Surgeons which will include a site visit for the purpose of confirming the information submitted as well as an evaluation of the hospital's capability and commitment to serve as a Level II trauma center. The IRP will evaluate proposals according to but not limited to:
 - a. Compliance with minimum standards
 - b. Quality and scope of service
 - c. Applicant's demonstrated commitment to the care of major trauma patients
 - d. Comprehensiveness
 - e. Cost effectiveness of the proposed service
 - f. Actuality of the demonstrated ability to provide Level II trauma services versus a stated plan to provide the service
 7. The nominated designated hospital must agree to obtain verification by the American College of Surgeons as a Level II trauma center within 3 years of designation at cost to the hospital.
- B. Designation
1. Following the site visits, the IRP will report on its findings and decision on designation of trauma hospitals. This will include any recommended corrective action plan that would be required to meet trauma center requirements.
 2. IRP recommendations will be forwarded to the Ventura County Board of Supervisors for final designation.
 3. Reports of the IRP will be made available upon request.
- C. Appeals
1. Notices of findings and copies of reports specific to each applicant will be sent to the appropriate applicant. Applicants will have 10 working days to appeal from the day of receipt of the preliminary recommendations of IRP. Grounds for appeals are limited to alleged failure to follow the RFP or proposal review process. Expert judgments or analyses of the survey team are not subject to appeal.
 2. A three-member appeal panel whose members have expertise in proposal reviews, and have no allegiance or affiliation with any hospital

within the County or to any member of the IRP, and who are selected and approved by the Trauma Working Group, will review the appeal and make a decision. All decisions are final and cannot be appealed further.

3. A fee of \$5,000 will be required to request an appeal. These funds shall be used by the County to recover costs of resources used to reply to the appeal.