



Health Services Department

Public Health Division

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EMERGENCY MEDICAL SERVICES

POLICY MEMORANDUM #2202

EFFECTIVE DATE: 07/01/92

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AUTHORITY:

HEALTH AND SAFETY CODE 1797.204, 1797.220;
ADMINISTRATIVE CODE, TITLE 22, DIVISION 9,
CHAPTER 4, SECTION 100141.2, 100166.

SUBJECT: QUALITY ASSURANCE PLAN - RECEIVING HOSPITALS

PURPOSE/POLICY:

To establish specific Q.A. requirements for the Receiving Hospital components of the Solano EMS System.

I. WRITTEN AGREEMENT

- A. By December 31, 1992 each Receiving Hospital shall have a written agreement to participate in the County's ALS program and to comply with all applicable State Regulations and local Policies and Procedures including participation in the Local EMS Agency's Q.A. System.
- B. By July 1, 1992 each Receiving Hospital shall implement a comprehensive quality assurance program designed to interface with the Local EMS Agency's Quality Assurance Program and approved by the Local EMS Agency.

II. MEDICAL QUALITY ASSURANCE RESPONSIBILITIES

Receiving Hospitals shall have one physician, registered nurse, or EMT-P employed to implement and supervise their on-going internal Quality Assurance Program as related to EMS. This individual shall be approved by the Local EMS Agency to perform, at a minimum, the following functions:

- A. Investigation of all unusual occurrences as identified by the EMS Agency. Investigations shall take no longer than 5 days and/or a mutually agreed time interval, the results shall be reported directly back to the EMS Agency.
- B. Assure attendance of Q. A. Personnel at PCC Meetings as required by EMS Agency.
- C. Other Q. A. requirements established by the Solano County Health Officer.
- D. Completion and timely submission (as determined by Base Hospital) of Receiving Hospital log information to the base hospitals referring patients to the facility.
- E. Timely submission and proper filing of the PCR completed by EMS personnel into the Receiving Hospital's Patient Medical Record.
- F. Infection Control – Receiving Hospitals servicing Solano County shall develop and strictly enforce policies for infection control and contaminated materials disposal to decrease the chance of communicable disease exposure as well as ensure appropriate follow-up to EMS personnel exposure reports per Solano County EMS Policy Memo #6170.

III. TRAINING AND EDUCATION

Training & Education – Receiving Hospital under contract to Solano County EMS shall train all EMS personnel in their respective roles and responsibilities under the County Multi-Casualty Incident Plan (MCI Plan) which is on file at the County EMS Agency, and prepare staff to function within the role defined in the MCI.

IV. PRODUCTIVITY REPORTS

Receiving hospitals servicing Solano County shall submit the following Q. A. products and necessary statistical data on a monthly basis (unless otherwise indicated) to the EMS Office.

- A. Physician EMS Death Audits.
- B. Unusual Occurrences (within 7 days of being notified by the EMS Agency).
- C. Any Level, III Unusual Occurrence or Q. A. concern (immediately, or no later than 72 hours).
- D. Annually participate in the Hospital Facility Assessment Survey.
