

Tuolumne County Emergency Medical Services Agency  
EMS System Policies and Procedures

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**Policy: Base Hospital Designation**

**#501.00**

Medical Director:



Creation Date: 10-28-98

Revision Date: 11-8-17

EMS Coordinator:



Review Date: 11-2022

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I. AUTHORITY

Division 2.5, Health and Safety Code, Sections 1797.53, 1797.58, 1797.59, 1797.220, 1798., 1798.2, 1798.3, 1798.100, 1798.101, 1798.102, 1798.104, 1798.105; Title 22, California Code of Regulations, Sections 100146, 100169 and 100170.

II. DEFINITIONS

- A. Advanced Life Support or ALS means special services included in the scope of practice of Emergency Medical Technician - Paramedic which are designed to provide definitive prehospital emergency medical care.
- B. 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 prehospital care system assigned to it by the Tuolumne County EMS Agency.
- C. Base Hospital Physician means a physician or surgeon who is currently licensed in California, who is assigned to the emergency department of a base hospital, and who has been trained to issue advice and instructions to prehospital emergency medical care personnel consistent with treatment protocols and medical control policies established by the Tuolumne County EMS Agency.
- D. Basic Life Support or BLS means emergency first aid and cardiopulmonary resuscitation services included in the scope of practice of Emergency Medical Technician-I certified personnel.

III. PURPOSE

The purpose of this policy is to establish procedures for designating base hospitals in the Tuolumne County EMS System.

IV. POLICY

**A. Base Hospital Criteria:**

In order to be eligible for base hospital designation in the Tuolumne County EMS System a hospital shall meet the following criteria:

1. Be licensed by the State Department of Health Services as a general acute care hospital.
2. Be accredited by the Joint Commission on Accreditation of Healthcare Organizations.
3. Have a special permit for basic or comprehensive emergency medical service pursuant to the provisions of Division 5, Health and Safety Code.
4. Agree to abide by the policies and procedures of the Tuolumne County EMS Agency including patient treatment, triage, patient destination, patient diversion and inter-facility transfer.
5. Agree to accept for treatment any and all patients who are under the immediate care of prehospital emergency medical care personnel unless their transport is being redirected to another facility in accordance with Tuolumne County EMS policies addressing triage, patient destination or patient diversion.
6. Communications:
  - a. Have and agree to utilize and maintain two-way telecommunications equipment, as specified by the Tuolumne County EMS Agency, capable of direct two-way voice communications with ambulances in the Tuolumne County EMS system.
  - b. Have and agree to utilize and maintain a dedicated telephone line directly in the emergency department for medical control communications with prehospital emergency medical personnel.
  - c. Agree to tape record, either digitally or analog, all radio and telephone medical control communications, maintain such recordings for a minimum of 120 days, and use such recordings exclusively for auditing, continuing education and review by the Tuolumne County EMS Agency.
7. Personnel:
  - a. Have a physician licensed in the State of California, board certified or experienced in emergency medicine, available at all times to

provide immediate medical direction to prehospital emergency medical care personnel. This physician shall be experienced in and have knowledge of base hospital radio operations and Tuolumne County EMS Agency policies, procedures and protocols.

- b. The Base Hospital shall assure that there is at least one staff member on duty that has successfully completed the Region IV MCI Class; this staff member shall also have received training on the operation of computer program(s) used to in the management of an MCI.
- c. Designate a Base Hospital Medical Director who shall be a physician on the hospital staff, licensed in the State of California who is certified or prepared for certification by the American Board of Emergency Medicine. This physician shall be regularly assigned to the emergency department, have experience in and knowledge of base hospital radio operations and Tuolumne County EMS Agency policies, procedures and protocols and shall be responsible for the functions of the base hospital.
- d. Designate a Base Hospital Nurse Liaison, to assist the base hospital medical director in the quality assurance, medical control and supervision of prehospital emergency medical care personnel.

8. Education:

- a. In conjunction with Tuolumne County EMS, base hospitals shall provide continuing education, for Tuolumne County Ambulance EMTs and paramedics in the form of a 2 hour field care audit (tape review) six times a year.
- b. Provide clinical training for EMT, and EMT-P training programs approved by the Tuolumne County EMS Agency in accordance with the provisions of Title 22, California Code of Regulations, Sections 100068 and 100150.

9. Record Keeping:

- a. Agree to include the prehospital care report in the patient's hospital medical record.
- b. Agree to have, utilize and maintain a receiving hospital log provided by the Tuolumne County EMS Agency separate from the emergency department patient log to be submitted to the Tuolumne County EMS Agency on a monthly basis.

10. Agree to participate in the Tuolumne County EMS Agency quality assurance program which may include making available all relevant records for program monitoring and evaluation.

**B. Designation Process:**

It is the goal of the Tuolumne County EMS Agency that licensed general acute care hospitals in Tuolumne County, will participate in the EMS system as base hospitals.

1. In accordance with the provisions of Division 2.5, Health and Safety Code, the Tuolumne County EMS Agency with the approval of its' medical director may designate and contract with hospitals to provide medical direction of prehospital emergency medical care personnel.
2. Hospitals designated and contracted with as base hospitals shall provide medical direction of prehospital emergency medical care in accordance with policies and procedures established by the Tuolumne County EMS Agency.
3. The Tuolumne County Board of Supervisors at the request of the Tuolumne County EMS Agency Medical Director may execute agreements designating base hospitals in the Tuolumne County EMS system.

**C. Contract Provisions:**

1. Either party may terminate the base hospital agreement for any reason upon 60 days written notice to the other party.
2. The Tuolumne County EMS Agency Medical Director may revoke or suspend a hospital's base hospital designation for failure to comply with or adhere to the provisions of their base hospital contract or any applicable EMS policy, procedure or protocol. The hospital shall be given 72 hours to correct cause of the revocation or suspension before enforcement of the suspension or revocation.
3. Base hospital contract shall be for a two (2) year and may be renewed annually there after with the concurrence of both parties.