

BASE HOSPITAL DESIGNATION

I. PURPOSE

To define the criteria, which shall be met by acute care hospitals in Contra Costa County for Base Hospital designation.

II. AUTHORITY

Health and Safety Code, Division 2.5, Sections 1798, 1798.101, 1798.105, 1798.2 and California Code of Regulations, Title 22, Section 100175.

III. DEFINITION AND FUNCTION

A Base Hospital is a hospital designated by the Local EMS Agency as responsible for directing the advanced life support system and prehospital care system assigned to it by the local EMS agency.

The Base Hospital functions within the Local EMS system to facilitate and expedite safe, high-quality, patient-centered care providing destination and prehospital on-line decision making support without interruption, 24 hours per day, 7 days a week. The base hospital works in partnership with local EMS stakeholders in accordance with California EMSA and Local EMS Agency requirements.

IV. DESIGNATION PROCESS

- A. Contra Costa Emergency Medical Services designates Base Hospitals.
- B. Application and agreement process is defined by the Contra Costa Emergency Medical Services Agency in compliance with California Emergency Medical Services Authority (EMSA) requirements.
- C. The designation period will coincide with the period covered in a written agreement between the Base Hospital and the Contra Costa Emergency Medical Services (EMS) Agency.

V. DESIGNATION CRITERIA

- A. Current California Licensure as an acute care facility providing Basic Emergency Medical Services and Joint Commission Accreditation.
- B. Ability to enter into a written agreement as Base Hospital with the Contra Costa EMS Agency.
- C. Continuous availability of Base Hospital service without interruption (24-hours/7-days a week).
- D. Ability to provide immediate response to each and every request by prehospital personnel for medical consultation or trauma destination.
- E. Commitment to collaborate with Contra Costa EMS Agency to provide and maintain function of communication equipment for the purposes of communicating with prehospital personnel without interruption.
- F. Ability to promptly notify receiving hospital of every patient for whom there is Base Hospital direction.
- G. Ability to provide audio and written documentation of radio and telephone consultations with Prehospital personnel including trauma destination determinations.
- H. Commitment to assist the county in implementing new policies and procedures issued by the county.
- I. Designate appropriate personnel to support and oversee Base Hospital functions including:
 - 1. Base Hospital Liaison Physician responsible for providing oversight and leadership to the Base Hospital EMS QI program.



- a) Licensed physician on the hospital staff experienced in emergency medicine and regularly assigned to the Emergency Department.
 - b) Experienced in base hospital radio operations and Contra Costa EMS Agency policies and procedures.
 - c) Maintains Base Hospital Physician requirements.
 - d) Participates on Medical Advisory Committee, Pre-Trauma Audit Committee (Pre-TAC) and other appropriate prehospital committees or advisory groups.
2. Base Hospital Nurse Coordinator responsible for providing overall support for base station operations and assists the Base Hospital Liaison Physician in the medical supervision of prehospital and hospital personnel within the Base Hospital's area of responsibility.
- a) MICN authorized California Licensed Registered Nurse experienced in emergency nursing.
 - b) Experienced in base hospital radio operations and Contra Costa EMS Agency policies and procedures.
 - c) Participates on Medical Advisory Committee and other appropriate prehospital committees or advisory groups.
 - d) Acts as liaison between receiving facilities and Contra Costa EMS Agency supporting identification and resolution of Base Hospital issues.
 - e) Coordinates the Base Hospital data collection and quality improvement program.
3. Base Hospital Physicians knowledgeable and capable of issuing advice and instructions to MICNs and prehospital personnel consistent with the standards established by State of California EMSA and Contra Costa EMS Agency.
- a) Maintain current certification in ACLS. This requirement may be waived if the physician is Board certified in Emergency Medicine.
 - b) Board certified or eligible in Emergency Medicine.
 - c) Completes radio communications preparation and base hospital orientation to EMS prior to acting as EMS Base Hospital Physician including:
 - (1) State legislation and regulations governing EMS and prehospital providers.
 - (2) Base physician role and responsibilities.
 - (3) County Field Treatment guidelines and patient care report forms.
 - (4) Policies and procedures pertinent to Base Hospital function and medical control, e.g., interfacility transfers, disrupted communications.
 - d) Acts as a resource in quality improvement activities to Base Hospital Coordinator and Base Hospital Liaison Physician.
4. MICNs knowledgeable and capable of issuing advice and instructions in consultation with Base Physician to prehospital personnel consistent with the standards established by the State of California and Contra Costa EMS.
- a) Maintain current certification in ACLS.
 - b) Maintain MICN Authorization in compliance with Contra Costa EMS Policies and Procedures.
 - c) Completes radio communications preparation and base hospital orientation to EMS prior to acting as a MICN including:
 - (1) State legislation and regulations governing EMS and Prehospital providers.
 - (2) MICN role and responsibilities.



- (3) County Field Treatment guidelines and patient care report forms.
- (4) Policies and procedures pertinent to Base Hospital function and medical control, e.g., interfacility transfers, disrupted communications.
- d) Acts as a resource in quality improvement activities to Base Hospital Coordinator and Base Hospital Liaison Physician.

VI. PERFORMANCE IMPROVEMENT

- A. Base Hospital Staff maintains a written Base Hospital Quality Improvement Policy or Plan.
- B. Assures quality improvement plan shall interface with the Contra Costa EMS Agency Quality Improvement Program.
- C. Participates in Contra Costa EMS Agency Quality Improvement Program.
- D. Participates in Contra Costa EMS Agency event reporting.
- E. Provides in a timely manner data and statistical reports as may reasonably be required by the Contra Costa County EMS Agency and as allowed under HIPAA.
- F. Maintains and oversees Base Physician and MICN authorization and continuing education tracking system.

VII. BASIS FOR LOSS OF DESIGNATION

Base hospital designation may be denied, suspended or revoked by the Contra Costa EMS Agency Medical Director for failure to comply with state and Contra Costa EMS Agency policies, procedures or regulations.