



# Emergency Medical Services Agency Prehospital Care Manual **Policy 102**

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## **TRAUMA SYSTEM ORGANIZATION AND MANAGEMENT**

**Effective Date**                      January 22, 2007  
**Replaces**                              July 1, 1995

**Resources**  
None

### **I. Purpose**

To define the responsibilities related to the organization and management of the Santa Clara County EMS Trauma Plan.

### **II. The Santa Clara County EMS Agency**

- A. The Agency is responsible for the overall management of the Trauma System including, but not limited to; planning, implementation and evaluation
- B. Areas of responsibility include, but are not limited to:
  - 1. Determination of trauma-related needs and resources
  - 2. Trauma system design and planning
  - 3. Trauma Center designation and monitoring
  - 4. Maintaining a Trauma Registry and assuring compliance of data collection
  - 5. Monitoring the system for compliance, this may include:
    - a) Scheduled audits of patient care
    - b) Periodic site visits
    - c) Formal site evaluations by a committee appointed by the Agency
  - 6. Evaluation of the system

### **III. Personnel**

- A. The EMS Director is responsible for the clinical oversight and administration of the system, including:
  - 1. Clinical allocation of resources necessary for the agency and its personnel to appropriately monitor the system
  - 2. Development and monitoring of clinical compliance through agreements with designated trauma centers.
- B. The EMS Medical Director is responsible for the medical control and management of the trauma system, including:
  - 1. Assuring that prehospital care providers are adequately trained in trauma care
  - 2. Development of field treatment protocols including the management of the trauma patient
  - 3. Developing trauma triage and destination policies
  - 4. The coordination of trauma system quality improvement
- C. The Trauma Service Medical Director at each Trauma Center is responsible for the organization and management of the equipment, facilities and personnel at that center, and is responsible for compliance with statute and regulation, as well as County policy.

### **IV. Standing Committees**

The following committees provide advice and assist in the management of the EMS system which includes Trauma Care.

- A. Emergency Medical Services Committee
- B. Trauma Audit Committee
- C. Medical Directors Committee
- D. Prehospital Care Providers Committee
- E. Trauma Registry Users Group
- F. Education Advisory Committee