

Process for New or Upgrading Hospitals

1. Letter received from DSHS informing of conditions of participation for Trauma Designation for New Trauma Centers, OR, letter received by existing Trauma Center to consider upgrading level.
2. Contact local RAC & notify to begin participation and obtain designation packet (provided by SETTRAC)
3. Return completed information to the RAC
4. The information will be reviewed with the facility at the next scheduled HC&M committee meeting
5. Data sheet and recommendation from HCM will then be forwarded to the SETTRAC board. Any appeals to this recommendation should come from the hospital administrator directly to the SETTRAC board.
6. SETTRAC will send final recommendations to the hospital seeking designation and cc DSHS, Chair(s) HC&M.
7. Hospital will present their intentions at the next scheduled RAC General Meeting

1. In the last 12 months (Date _____ to _____):

Total EC Volume	
Total EC Trauma Related* Visits	
Total Trauma Related Hospital* Visits	

***Trauma related visits are those with an ICD9-CM that falls within 800-959.9 This information is readily available in all hospital databases.**

2. Total trauma related* transfers

Transfers IN to the facility	
Transfers OUT of the facility^	

^these are not transfers to rehabilitation, LTAC or skilled nursing facilities.

- In to the facility
- Out of the facility

Medical Specialty Availability

ED Physician in-house coverage 24/7

- Yes
- No Describe:

General Surgery Coverage

- Yes Number of Surgeons _____
- No

Orthopedic Surgery Coverage

- Yes Number of Orthopedic Surgeons _____
- No

List any other surgical specialties available at your facility:

Do you have 24 hour OR/PACU available at your facility? Yes No

Hospital Contact Information

Name/Title of person completing form _____
Mailing address _____
Phone _____
Fax _____
E mail _____

Return completed information to:

SETTRAC
6620 W. Holcombe Box 221
Houston, Texas 77030
Attn: Hospital Care and Management Committee

This information is privileged and confidential from discovery under the Hospital Committee Privilege contained in the Texas Health and Safety Code §161.031.032 and the Medical Practice Act. Tex. Civ. stat. Ann. Chapter 388 Occupation Code, Subtitle B Physicians Sections 151.001 et. seq. and in particular sections 160.005 through 160.010 and the Medical Peer Review privilege provided by Federal law, the Health Care Quality Improvement Act 42. U.S.C. 11101 et. seq."