

Figure: 25 TAC §157.123(c)

The Texas EMS/Trauma System is a network of regional EMS/trauma systems.

Each regional EMS/trauma system has a regional advisory council (RAC) that is held accountable by the Texas Department of Health for developing, implementing, and monitoring a regional EMS/trauma system plan. These plans facilitate trauma and emergency health care system networking within the RAC's own trauma service areas (TSA) or among a group of TSAs.

A RAC is an organized group of health care entities and concerned citizens who share an interest in improving and organizing EMS/trauma care within a specific TSA. RAC membership shall include hospitals, EMS providers, first responder organizations, physicians, nurses, EMS personnel, rehabilitation facilities, as well as concerned citizens and community groups.

All counties within the state have been grouped into twenty-two TSAs, lettered "A" through "V". Each TSA is multi-county and contains a minimum of three counties.

E= Essential criteria
D= Desired criteria

I. System Management and Planning

A. Bylaws: The following criteria must be addressed in the RAC bylaws or other official RAC documents.

1. Written mission statement.	E
2. EMS/Trauma System development goals outlined for the RAC/TSA.	E
3. Defined chain of command, organizational decision-making process and flow of information.	E
4. Committees and committee structures are clearly defined.	E

5.	Roles and responsibilities of RAC officers and their election process are clearly defined.	E
6.	A clear voting process to ensure only authorized votes are cast.	E
7.	Member participation requirements are clearly defined.	E
8.	Fees and/or dues are assessed in a fair and equitable manner, and shall be approved by a vote of the general membership.	E
9.	All entities caring for trauma patients are encouraged to attend RAC meetings and actively participate.	E
10.	RAC general membership holds final authority to approve/ratify the bylaws.	E
11.	Expenditure approval & budget authority identified in RAC organizational levels.	E
12.	Documented annual review of bylaws and system plan.	E
B.	A system needs assessment is completed annually.	E
C.	A written system plan is developed and submitted to the Texas Department of Health (TDH) for approval.	E
II.	RAC Operations	
A.	The System Plan is distributed to all member entities.	E
B.	Meetings are scheduled and conducted in accordance with the RAC's bylaws or other governance documents.	E
C.	Physical and Human Resources.	
1.	A permanent mailing address.	E
2.	A permanent office.	D
3.	A coordinator experienced in system development and implementation and/or clerical staff.	D

D.	RAC Communications.	
1.	TDH is notified as soon as possible of any major changes in the RAC.	E
2.	A formal process is established to communicate with the membership.	E
3.	An annual report is completed and submitted to TDH and RAC membership.	E
4.	Representatives are sent to neighboring RAC meetings when patient flow crosses TSA boundaries.	D
E.	RAC finances are conducted in accordance with state contract and other regulatory requirements.	E
F.	Education and training is conducted to meet the needs identified in the annual needs assessment and/or in performance improvement activities.	E
G.	A written plan identifies all resources available in the TSA for emergency and disaster preparedness.	E
H.	A regional performance improvement (PI) program is developed and implemented.	E
I.	A regional injury prevention program is developed and implemented.	E