Lead Agency and Human Resources
Within the Lead Agency
Prereview Questionnaire

1. Describe the number, position titles, and percentage of full-time equivalency of all personnel within the lead agency or contract personnel who have roles or responsibilities to the trauma program.

15.5 FTES. See attachment (1.0) *PandP*, for position titles and percentages.

2. Identify other personnel resources that support the trauma program activities of the lead agency (for example, epidemiology support from other units within the health department, public health interns)

5 FTES from EMS and Compliance and 6.5 FTES the EMS and Trauma Registry. See attachment (1.0) *PandP*, for position titles and percentages.

3. Describe the adequacy of personnel resources available to the lead agency to sustain trauma program assessment, policy development, and assurance activities. Identify impediments or barriers that hinder system development.

When positions become vacant they can be challenging to fill due to the salary discrepancy between state government and the private sector. The Texas trauma system depends on the 22 regional advisory councils to develop and maintain the existing trauma system at the local level. The department contracts with the 22 RACs to provide funding that can be used for staff, equipment, supplies, etc. Over the last several years responsibly of the Trauma System at the state level has grown with the addition of a Stroke facility designation program. The additional duties are currently being performed by existing staff.

Documentation Required

Before the site visit:

✓ A comprehensive organizational chart that identifies the position of the lead agency within the broader governmental authority (for example, health department). See attachment (4.0) *Org Chart*.

✓ A job description for the trauma program director and the trauma medical director. See attachment (4.1) *Job Description*, for the trauma program director. No position exists for a trauma medical director.

On-site:

✓ No additional documentation required