

Attachment Checklist

Texas Trauma Facility Designation Assessment Questionnaire Level III

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✓	Attachment #	Title
	1	Facility's board resolution
	2a	Documentation detailing the process and resources available to emergency and trauma care providers for managing stressful events
	3	Medical staff credentialing process
	5	Documentation showing RAC participation requirements were met through the designation cycle
	6	Trauma operation plan
	15a	Physician requirement exception approved request , if needed (click to download)
	15b	TMD job description role/responsibilities
	15c	TMD ATLS certification and the certificate for the trauma performance improvement course
	15d	TMD trauma CME and maintenance of certification transcripts
	15e	TMD organizational reporting structure
	15f	Program's trauma Ongoing Professional Practice Evaluation (OPPE) form.
	15g	Trauma Surgeon Checklist (click to download)
	16a	TPM job description
	16c	TPM completed course certificates/CE and additional evidence of continuing education requirements for the designation cycle
	16d	TPM organizational reporting structure
	17a	IPS job description
	18	Organ procurement program policy/guideline
	19	Protocol for brain death
	20a	Procedure/notification process for urgent and stat OR cases

✓	Attachment #	Title
	20b	Data - urgent or STAT OR case notification and arrival times for OR team and anesthesia or CRNA for the 12-month reporting period
	21b	Procedures for emergency blood release
	22f	Radiology policy and procedure that includes the response time interval when service is accessible for conventional radiology, CT scans, and Point-of-Care Ultrasound (POCUS)
	26	Trauma surgeons' credentialing guidelines
	26b	Credentialing letter or reappointment confirmation for each trauma surgeon participating in trauma care.
	27	Trauma surgeon call schedules for the most recent 3 months of the reporting period.
	29	Facility's procedure regarding the operating surgeon presence in the OR
	30a	Emergency Medicine Liaison form (click to download)
	30b	Orthopedic Liaison form (click to download)
	30c	Anesthesia Liaison form (click to download)
	30d	ICU Physician Liaison form (click to download)
	30e	Neurosurgeon Liaison form (click to download)
	30g	Trauma Liaison physician requirement exception request documentation if needed (click to download)
	31c	ED Medical Director physician requirement exception request documentation if needed (click to download)
	31e	Emergency Department Physicians Requirement Checklist (click to download)
	32b	Monitoring and tracking compliance of nurses assigned to the arriving trauma activation patient with current certification for the 12-month reporting period
	33b	Neurosurgeons call schedules for the last 3 months of the reporting period
	33c	Neurosurgeon checklist (click to download)
	34b	Orthopedic call schedules for the last 3 months of the reporting period.
	34c	Orthopedic Surgeon Checklist (click to download)
	35a	Anesthesia protocols or guidelines that address the response process and response time for anesthesia requests.
	36	Radiology guidelines that establish the request and response times for rapid imaging interpretation, which is necessary for immediate clinical decision-making
	36a	Procedure for reporting imaging critical findings to the evaluating physician
	38a	ICU Physician Director's job description
	38b	ICU trauma specific protocols and guidelines

✓	Attachment #	Title
	38e	ICU physician call schedules for the last 3 months of the reporting period
	38f	ICU emergency coverage plan
	47	Transfer agreement for renal replacement therapy services if needed
	53	CAISS certificate(s) of the trauma registrar(s)
	54	Trauma registrars' ICD-10 course completion certificate
	55	Trauma registrars' trauma registry course completion certificates
	56	Trauma registrars' continuing education certificates obtained during the 12-month reporting period
	58	Job description for the trauma PIPS personnel
	60	Facility's disaster plan which includes the surge capacity and capabilities for the emergency department (ED), surgical intensive care unit (ICU), operative suite, and surgical inpatient units.
	63	Documentation from the trauma program's last mass casualty training (specifically for surgical surge capacity in the OR, emergency department, and ICU), and include the attendance roster
	64	Job action sheets utilized in the annual mass casualty training
	65	After-action-review documents and attendance roster for the annual mass casualty training
	66a	Trauma activation guidelines and response times
	66b	Resuscitation guidelines
	66c	Trauma documentation guidelines
	66d	Consult services and response guidelines
	66e	Admission and transfer guidelines
	66f	Abuse screening guidelines
	66g	Massive transfusion guidelines
	66h	Whole blood transfusion guidelines (if utilized)
	66i	Brain death guidelines
	66j	Organ procurement guidelines
	66k	Pediatric imaging ALARA guidelines
	66l	Trauma surgeon and emergency physician shared responsibilities
	66m	Geriatric trauma management guidelines
	66n	Pediatric trauma management guidelines

✓	Attachment #	Title
	66o	Anticoagulation reversal protocol guidelines
	66p	Hospital specific trauma management guidelines based on trauma patients evaluated and managed
	66q	Burn management guidelines
	66r	DVT prophylaxis guidelines
	67s	Neurosurgical management guidelines, if Level III-N
	66t	TBI or spinal injury management guidelines, if Level III-N
	66u	OB trauma management guidelines
	66v	Pain management guidelines
	66w	Mental health screening guidelines
	66x	SBIRT screening, intervention, and referral guidelines
	75	Monitoring data for documentation of pediatric vital signs, GCS, assessments (including pain), and weight in kilograms for the 12-month reporting period.
	82	Emergency airway management guideline
	84	Data reflecting the monitoring of trauma transfers for the 12-month reporting period.
	88	Trauma diversion protocol
	90	Trauma diversion tracking and review data
	93	Report reflecting the Neurosurgical compliance with the 30-minute response criteria
	94	Neurosurgical response guideline that includes the defined criteria.
	95	Neurotrauma plan of care
	96	Neurotrauma contingency plan
	97	Treatment guidelines for orthopedic injuries
	98	Report reflecting the orthopedic response times for the established criteria
	99	OR scheduling procedure, including requested emergent and urgent trauma cases
	101	Trauma ICU procedure that specifies the time for trauma evaluation and ongoing involvement of surgical services in the care of the trauma patients.
	104	Role and expectations of the hospitalist or intensivist in providing care to admitted injured patients who meet trauma activation guidelines and NTDB registry inclusion criteria
	106	Guidelines or protocols for assessing a trauma patient's needs for rehabilitation services during their acute inpatient stay
	111	Alcohol misuse intervention report

✓	Attachment #	Title
	112b	Protocols specific to trauma telemedicine
	113	Data quality plan
	115	Documented evidence that 80% of annual trauma registry records were completed within 60 days of the patient's discharge.
	118	Evidence that the facility submits data every 90 days to the State Trauma Registry, following the NTDS standards
	119	Trauma PIPS plan
	132	Minutes from the trauma multidisciplinary peer review committee for the 12-months of the reporting period
	133	Minutes from the trauma operations committee for the 12-months of the reporting period
	136	If the facility does not participate with TQIP, two most recent risk-adjusted benchmark reports from the alternative risk-adjustment benchmarking program. At least one report must have been received during the facility's 12-month reporting period. Alternatively, you may submit an approved Exception Request (click to download)
	139	List of facility's prehospital care protocols that are specific to trauma patients
	143	Procedure or guideline that outlines the process for EMS hand-off
	146	Procedure that outlines the landing zone process that includes list of staff who may be requested to respond to the helipad or established landing zone. For each person, identify if they have completed helipad safety training
	154	Credentialing checklist for ICU nurses that is specific to trauma care