

Purpose:

To describe the process by which a level four trauma center participates in the reaccreditation process.

Procedure:

1. Upon successful completion of the provisional year of accreditation, level four trauma centers enter a 4-year accreditation cycle with a focused, panel review within 2-years.
 - a. The Pennsylvania Trauma Systems Foundation (PTSF) Board of Directors (referred as, "board") will determine eligibility for panel reviews based upon the trauma center's accreditation determination.
 - i. Refer to Policy AC-137: Accreditation Guidelines & Continuum for Board Members for accreditation determination guidance.
2. The full site survey will follow the "Site Survey Guidebook" requirements.
3. The focused, 2-year Panel Review includes:
 - a. Submission of Application for Survey (AFS), due 90-days prior to the panel review meeting.
 - b. PTSF generation of standardized level four reports, consisting of:
 - i. Demographics Reports
 - ii. Quality Indicator Report, including Admission/Transfer summaries
 - c. PTSF will review the AFS and reports, and submit follow-up questions to the trauma center no less than 60-days prior to the panel review meeting.
 - i. Once received, the trauma center must submit a response to PTSF within two weeks.
 - ii. The reports and follow-up response(s) will be included with the AFS for the panel review team.
 - d. Participation at the panel review meeting, location and date will be determined by PTSF staff.
 - e. Panel review participants will consist of:
 - i. Two in-state surveyors:
 1. One physician (Surgeon or Emergency Medicine).
 2. One registered nurse.
 - ii. Hospital representation:
 1. Trauma Program Medical Director.
 2. Trauma Program Manager/Coordinator.
 3. Additional participants, as approved by the Director of Accreditation.
 - iii. PTSF staff members.

- f. The medical records will be confirmed by the PTSF Staff and communicated to the trauma center no later than three weeks prior to the panel survey.
 - i. Refer to g. ii (Hospital Presentation) details below for case selection requirements.
 - g. The panel review meeting schedule will consist of:
 - i. Overview Discussion (Private: Survey Team, prior to hospital arrival)
 - 1. AFS/application review.
 - a. Surveyors receive the application one month prior to the panel meeting.
 - 2. Review of standard reports/queries.
 - 3. Review of follow-up questions and hospital response if applicable.
 - 4. Review of previous significant issues, if applicable.
 - ii. Hospital Presentation / Group Discussion approximately 90-minutes, including:
 - 1. General overview (approx. 10-minutes).
 - 2. Previous significant issue presentation, if applicable (approx. 15-minutes).
 - 3. Three case presentations and discussion (approx. 45-minutes):
 - a. The trauma center identifies two cases:
 - i. One case demonstrating an identified opportunity for improvement, including actions, outcomes and loop-closure.
 - ii. One case demonstrating excellence, meeting desired outcomes.
 - b. PTSF identifies one case based upon quality indicator report review.
 - 4. Closing discussion (approx. 20-minutes)
 - iii. Survey Team Discussion and recommendation for board determination (Private: Survey Team).
 - h. The recommendation from the panel review team will be reviewed by the board at the following deliberations meeting.
 - i. Board deliberation outcomes may include:
 - i. Reaccreditation for two years with the next survey being a Site Survey Review.
 - ii. Reaccreditation for two-years with a 1-year follow-up action plan and the next survey being a Site Survey Review.
 - iii. Required in-person traditional Site Survey Review at any time.
 - j. The Accreditation Report from the panel review will contain at a minimum:
 - i. Summary,
 - ii. Case Review,
 - iii. Significant Issues, if applicable,
 - iv. Strengths, and
 - v. Opportunities for Improvement.
4. Accreditation certificates will be issued based upon the effective dates for the accreditation period, as approved by the board (refer to policy AC-114).



Policy AC-139

Level 4 Trauma Center Re-Accreditation

Approved by PTSF Board of Directors:
Original Date: 09/30/2016
Revise Date: 12/07/2018
Review Date: (not noted)

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