

# ACCREDITATION UPDATE

**TO:** Hospitals & Accredited Trauma Programs being Surveyed in 2015

**FROM:** Amy Krichten RN, BSN  
*Director of Accreditation*

**DATE:** October 30, 2014

**PURPOSE:** Website posting of Site Survey Documents (2015 survey season)

**SCOPE:** All level trauma centers

**NUMBER:** AU-0001-2014

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The 2015 Site Survey Guidebook(s) are posted to the Resources section of the Foundation's website. Click on the following link or paste it to your web browser: <http://www.ptsf.org/index.php/resources>.

In addition, please note that the required forms in the "Guidebook" are also available as "Fillable Forms" in the Resources/Accreditation section of the website (same location as the Guidebooks). Please use the appropriate form(s) based on your hospital's accreditation level.

#### FORMS INCLUDE:

- Hospital Contacts Form (I, II, III version)  
*Submit electronically ([patrauma@ptsf.org](mailto:patrauma@ptsf.org)) three-months prior to site visit*
- Hospital Contacts Form (Level IV version)  
*Submit electronically ([patrauma@ptsf.org](mailto:patrauma@ptsf.org)) three-months prior to site visit*
- Site Survey Information (All levels)\*  
*Submit electronically ([patrauma@ptsf.org](mailto:patrauma@ptsf.org)) three weeks prior to site visit*
- Hospital Data Form (I, II, III version)  
*Available for survey team and Foundation staff on survey day; submit electronically ([patrauma@ptsf.org](mailto:patrauma@ptsf.org)) on or before survey day*
- Hospital Data Form (Level IV version)  
*Have available for survey team and Foundation staff on survey day; submit electronically ([patrauma@ptsf.org](mailto:patrauma@ptsf.org)) on or before survey day*

\*Please note that the "Site Survey Information" form is now due three weeks prior to site survey, instead of the previous two-week deadline.