

FOR HOSPITAL'S PURSUING TRAUMA CENTER ACCREDITATION

- The Education Fee is invoiced on the date that the Letter of Intent (LOI) is received by PTSF. The fee is prorated in the first year and billed annually until the pursuing hospital becomes accredited.
 - The annual fee is \$1,500
 - The prorated fee, based upon the receipt of the LOI, is as follows:
 - January through March \$1,500.00
 - April through June \$1,125.00
 - July through September \$750.00
 - October through December..... \$375.00
 - Once accredited, the Education Fee is incorporated into the Participation Fee; prorated refunds are not offered.
 - Prorated refunds are not offered when a hospital withdraws from pursuit.

WHAT'S INCLUDED

- Listed in the attached table (below). Additional offerings may be added at the request of hospital staff and/or the discretion of PTSF staff.

ADDITIONAL INFORMATION

- **Grant opportunities may exist**—Critical Access Hospitals (CAH) may be eligible for waived or discounted fees based upon availability of grant funding provided to PTSF by the Medicare Rural Hospital Flexibility Grant Program administered through the Pennsylvania Office of Rural Health. Contact kburd@ptsf.org for details.
- **Education**—this includes in-person hospital based meetings, “meet-and-greet” sessions for senior leadership, web-based education, telephone inquiries and post-deliberation meetings with board members.
- **For further information**—see policy AC-130, Process for Becoming an Accredited Trauma Center

EDUCATION FEE SCHEDULE

Revised December 6, 2019

TOPIC(S)	DETAILS/FREQUENCY	CONTACT(S)
Trauma Center Development Exploration & Education (optional & no cost)	This <i>optional</i> 2-hour session is for a hospital considering trauma center pursuit. Target audience includes hospital leadership and potential trauma program staff and specialty / subspecialty areas that will be involved in the care of the trauma patient and includes the following topics: <ul style="list-style-type: none"> ▪ Role of the American College of Surgeons ▪ Role of the PTSF ▪ Trauma Center Levels ▪ Standards of Accreditation ▪ Guideline for Trauma Center Pursuit 	Manager of Trauma Center Development
Trauma Pursuit Process Guidance & Education	Once a hospital submits a Letter of Intent (LOI) the PTSF can provide resources via phone, virtual, email and in-person that include: <ul style="list-style-type: none"> ▪ Trauma program development ▪ Communication ▪ Education ▪ Guidance with achieving compliance with PTSF standards of accreditation 	Manager of Trauma Center Development
New Trauma Program Leadership Orientation	This <i>optional</i> session offers an overview / orientation for new TPMs and PI Coordinators (or other trauma program leaders) who may be new to their role in hospitals that are pursuing trauma center accreditation or accredited trauma centers. The orientation is typically offered a few times per year and includes; <ul style="list-style-type: none"> ▪ PTSF history ▪ Overview of Trauma Registry ▪ Overview of Performance Improvement ▪ Overview of Accreditation / Survey Visits ▪ Alphabet Soup of trauma resources ▪ Role expectations ▪ Trauma Hot Topics 	Manager of Trauma Center Development

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Site Survey / Accreditation Preparation Visit	<p>This session will help prepare the hospital for the pending Site Survey / Consultative visit and includes:</p> <ul style="list-style-type: none"> ▪ Review of PTSF operations (if applicable) ▪ Overview of site survey/accreditation process ▪ Site survey or Consultative Visit preparation ▪ Trauma program development guidance <p><u>A minimum of one (1) session must be conducted</u> within the first year of submitting a Letter of Request (LOR) to pursue trauma center accreditation. Attendees at a minimum include TPM and TPMD. Additional sessions are optional, and are highly recommended with trauma program staff turnover.</p>	<p>Amy Krichten Director of Accreditations akrichten@ptsf.org</p> <p>Darlene Gondell Manager of Accreditation dgondell@ptsf.org</p>
Virtual Performance Improvement Building Blocks (recorded)	<p>This session includes:</p> <ul style="list-style-type: none"> ▪ PI plan purpose & components ▪ Trauma registry ▪ Trauma medical director engagement ▪ PI review process ▪ PI committee structure & function ▪ Value of teamwork ▪ PIPS Tips <p>This one-hour session <u>must be completed within the first year of submitting a Letter of Request</u> (LOI) to pursue trauma center accreditation. Target audience includes the TPM and PI staff. The session can be accessed @ https://www.elearningconnex.com/ptsf/</p>	<p>Manager of Trauma Performance Improvement & Patient Safety (PIPS)</p>

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PAv5 Outcomes Webinar	<p>Digital Innovations provides live training webinar sessions for all new programs, after software has been obtained. In the event that an existing program experiences staff turnover DI has also allowed attendance when there is available space. This needs to be scheduled through Kathleen Yetter, Director of Marketing, Digital Innovation, Inc. kyetter@dicorp.com 410-838-4034, ext. 239</p> <p>This <i>mandatory</i> session requires a review of the recorded webinar as a refresher within 3 months of initiating the use of Outcomes. Target audience includes the TPM and PI staff. The recorded webinar can be accessed @ https://ptsf.centraisiteportal.com/ (login information is required)</p>	Manager of Trauma Performance Improvement & Patient Safety (PIPS)
Performance Improvement Guidance & Education	<p>Once a hospital submits a Letter of Intent (LOI) the PTSF can provide resources via phone, virtual, email and in-person that include:</p> <ul style="list-style-type: none"> ▪ PI plan development and implementation ▪ Performance Improvement process for success ▪ Data quality management ▪ Outcomes <p>Session(s) are optional but highly recommended, especially with trauma program staff turnover.</p>	Manager of Trauma Performance Improvement & Patient Safety (PIPS)

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<p>Trauma Registry Abstraction Education</p> <p>Virtual Trauma Registry Orientation</p> <p>Interrater Reliability Audit</p>	<p>There are multiple sessions which can occur in-person, or virtually:</p> <p>This ½ day session is <u>mandatory</u>, and should occur at least one year prior to the site survey (accreditation or consultative visit) and includes the following topics:</p> <ul style="list-style-type: none"> ▪ Overview of PTSF Trauma Registry Operations ▪ Basic PTOS abstraction processes, including data abstraction <p>This 1-day session is <u>mandatory</u> and should occur the year of the accreditation site survey or consultative visit and includes the following topics:</p> <ul style="list-style-type: none"> ▪ Re-abstraction and evaluation of selected case records ▪ Accession review to evaluate the process used to identify patients for PTOS inclusion <p><u>Additionally:</u></p> <ul style="list-style-type: none"> ▪ This audit <u>re-occurs annually</u> until accreditation is achieved <p>This audit <u>occurs once</u> during the first year of accreditation.</p>	<p>Lyndsey Diehl Manager of Trauma Data Quality ldiehl@ptsf.org</p>