

	Trauma Services	No. 4062
	Title: Pre-Hospital Report Documentation- Shared	Page: 1 of 1 Effective Date: 05/07/2020

**PURPOSE:**

To provide communication/documentation regarding pre-hospital treatment of the injured patient.

**POLICY STATEMENT:**

In order to provide a timely alert for the trauma response system, a brief radio report is given to the Emergency Department Clinician by pre-hospital personnel as soon as possible prior to the patient's arrival.

**ENTITIES AFFECTED BY THIS POLICY (SCOPE):**

This policy applies to the Raleigh Emergency Services and Cary Emergency Services

**WHO SHOULD READ THIS POLICY:**

This policy shall be read by department supervisors, managers, directors, and administrators. Furthermore, any individual considering issuing, revising, assisting in the drafting of, or archiving a policy.

**PROCEDURES:**

- I. A brief radio report is given to the Emergency Department Clinician/Charge Nurse by pre-hospital personnel, as soon as possible, prior to patient's arrival.
- II. Based on the report received and/or Physician discretion the Emergency Department Clinician/Charge Nurse activates the Trauma System
- III. A full report of patient care is given to the trauma team upon patient's arrival to the resuscitation area.
- IV. EMS or transport personnel utilizes their organization's process of documentation of all pre-hospital care for the injured patient. A copy of this record is provided to the hospital (paper or electronic depending on service) to be added to the patient's electronic medical record.

**THIS POLICY IS CROSS REFERENCED IN:**

Patient Status Determination, Trauma Activation Criteria

**Origination date:** 09/30/2003

**Prepared by:** MGR, TRAUMA PROGRAM

**Approved by:** MEDICAL DIR TRAUMA - CARY, MED DIR, TRAUMA

**Reviewed:** 02/24/2022

**Revised:** 05/07/2020

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