



**PURPOSE:**

The purpose of this policy is to establish procedures for designating base hospitals in the San Joaquin County EMS System.

**AUTHORITY:**

Division 2.5, Health and Safety Code, Sections 1798.100 et seq.; Title 22, California Code of Regulations, Sections 100168.

**DEFINITIONS:**

- A. "Advanced Life Support" or "ALS" means special services included in the scope of practice of Emergency Medical Technician - Paramedic which are designed to provide definitive prehospital emergency medical care.
- B. "Base Hospital" means one of a limited number of hospitals which, upon designation by the San Joaquin County EMS Agency, is responsible for directing the advanced life support and prehospital care system assigned to it by the San Joaquin County EMS Agency.
- C. "Base Hospital Physician" means a physician or surgeon who is currently licensed in California, who is assigned to the emergency department of a base hospital, and who has been trained to issue advice and instructions to prehospital emergency medical care personnel consistent with treatment protocols and medical control policies established by the San Joaquin County EMS Agency.
- D. "Basic Life Support" or "BLS" means emergency first aid and cardiopulmonary resuscitation services included in the scope of practice of Emergency Medical Technician-I certified personnel.
- E. "Mobile Intensive Care Nurse" or "MICN" means a registered nurse who has been authorized by the medical director of the San Joaquin County EMS Agency as qualified to issue instructions to prehospital emergency medical personnel consistent with treatment protocols and medical control policies established by the San Joaquin County EMS Agency.

**POLICY:**

Hospitals shall meet and maintain the following criteria as a SJCEMSA Base Hospital:

**PROCEDURE:**

Effective: TBD  
Supersedes: April 1, 2024  
Reviewed: October 26, 2023

Approved:

Medical Director

EMS Administrator



- I. In order to be eligible for base hospital designation in the San Joaquin County EMS System a hospital shall meet the following criteria:
  - A. Be licensed by the State Department of Public Health as a general acute care hospital.
  - B. Be accredited by the Joint Commission on Accreditation of Healthcare Organizations.
  - C. Have a special permit for basic or comprehensive emergency medical service pursuant to the provisions of Division 5, Health and Safety Code.
  - D. Agree to abide by the policies and procedures of the San Joaquin County EMS Agency including but not limited to treatment, triage, transport, diversion, and inter-facility transfers.
  - E. Agree to accept for treatment any and all patients who are under the immediate care of prehospital emergency medical care personnel except for times when the hospital is on advisory or internal disaster in accordance with EMS Policy No. 4980 Receiving Hospital Diversion.
  - F. Communications:
    - 1. Have and agree to utilize and maintain two-way telecommunications equipment, as specified by the San Joaquin County EMS Agency, capable of direct two-way voice communications with prehospital emergency medical care personnel in the San Joaquin County EMS system.
    - 2. Have and agree to utilize and maintain a dedicated telephone line directly in the emergency department for medical control communications with prehospital emergency medical care personnel.
    - 3. Have and agree to utilize and maintain a dedicated telephone ring down line ring to each receiving hospital, County EMS dispatch center, and other EMS Agency specified entities.

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4. Have and agree to utilize EMResource™ on a dedicated computer in the emergency department for reporting facility status and managing multi-casualty events as specified by the EMS Agency.
5. Agree digitally record and provide the EMS Agency with remote access to all radio and telephone medical control communications, maintain such recordings for a time period specified by the EMS Agency, and use such recordings exclusively for EMS CQI activities.

G. Personnel:

1. Have a physician licensed in the State of California and board certified in emergency medicine available at all times to provide immediate medical direction to MICN and prehospital emergency medical care personnel. Experience may be substituted for board certification at the sole discretion of the EMS Agency Medical Director. Each base hospital physician shall demonstrate knowledge of base hospital radio operations and San Joaquin County EMS Agency policies, procedures and protocols.
- 1-2. Have a dedicated, unencumbered MICN authorized by the medical director of the San Joaquin County EMS Agency available at all times to provide immediate medical direction to prehospital emergency medical care personnel.
- 2-3. Designate a Base Hospital Medical Director who shall be a physician on the hospital staff, licensed in the State of California who is certified or prepared for certification by the American Board of Emergency Medicine. This physician shall be regularly assigned to the emergency department, have experience in and knowledge of base hospital radio operations and San Joaquin County EMS Agency policies, procedures and protocols and shall be responsible for the functions of the base hospital.
- 3-4. Designate a Base Hospital Nurse Liaison, who is authorized as an MICN by the San Joaquin County EMS Agency Medical Director, to assist the base hospital medical director in the continuous quality improvement, medical control and supervision of prehospital emergency medical care personnel.

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H. Education:

1. In conjunction with San Joaquin County EMS Agency base hospitals shall provide continuing education for San Joaquin County prehospital emergency medical care personnel, MICNS, and base hospital physicians. Monthly field care audits shall be provided for both hospital and field personnel.
2. Provide clinical training for EMT-I, EMT-P and MICN training programs approved by the San Joaquin County EMS Agency in accordance with the provisions of Title 22, California Code of Regulations, Sections 100068 and 100150.

I. Record Keeping:

1. Agree to include the prehospital care report in the patient's hospital medical record.
2. Agree to have, utilize, and maintain an online medical control hospital log approved by the San Joaquin County EMS Agency separate from the emergency department patient log to be submitted to the San Joaquin County EMS Agency on a monthly basis.

- J. Agree to participate in the EMS Agency's EMS continuous quality improvement (CQI) program which includes making available all relevant records for program monitoring and evaluation.

II. Designation Process:

- A. In accordance with the provisions of Division 2.5, Health and Safety Code, the San Joaquin County EMS Agency may at its sole discretion designate hospitals to provide medical direction of prehospital emergency medical care personnel.
- B. Hospitals designated and contracted as base hospitals shall provide medical direction of prehospital emergency medical care in accordance with policies and procedures established by the San Joaquin County EMS Agency.

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- C. The San Joaquin County EMS Agency may revoke or suspend a hospital's designation for failure to comply with any EMS Agency policy or directive.
  
- D. Hospitals designated as a base hospital shall enter into a written agreements with the EMS Agency. Designated hospitals shall be responsible for all costs associated with such designation including the EMS Agency's costs associated with monitoring the agreement.

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