

Western Regional Emergency Medical Advisory Committee

Title: Patient Information Reporting to Receiving Facility Staff	Effective Date: March 20, 2002 Page: 1 of 1
Policy #: 2002-1	Revised: June 2009

Policy:	The purpose of this policy is to outline the means in which prehospital care providers report patient information to receiving facility staff.
Procedure:	<p>Prehospital care providers are required to give a verbal report of patient care information to receiving provider (MD/DO/RN/PA/NP) staff along with a copy of the New York State DOH Prehospital Care Report (PCR). It is the responsibility of the receiving facility to receive a verbal report on the patient within thirty (30) minutes of the time of arrival to that facility's Emergency Department.</p> <p>There are no New York State DOH requirements that receiving facility staff must sign the back of the New York State DOH PCR. In the event the receiving facility staff refuses to sign the back of the PCR, the name of the party receiving the verbal report should be documented.</p> <p>If the receiving facility provider staff refuse to take verbal report from the prehospital care providers, a facility cart is available and thirty (30) minutes or more has elapsed since arrival of the patient in the Emergency Department the prehospital care provider can place the patient on the facility's cart, leave a copy of the completed PCR, and return to service. In the event this occurs, dispatch is to be immediately notified of the situation for referral to the prehospital care provider's Medical Director for follow up.</p>
Reference:	WREMAC March 2002 Minutes