

Purpose:

To provide guidance to newly accredited trauma centers regarding the process for notifying media with regard to accreditation decisions.

Policy:

It is the policy of the Pennsylvania Trauma Systems Foundation (PTSF) to communicate accreditation decisions to EMS and media as soon as possible to educate all parties regarding the implication of a newly accredited trauma center in the region. It is vital that these communications come directly from PTSF first. After this is done, the accredited trauma center can communicate with the media as it chooses.

Procedure:

Following the Board of Directors accreditation deliberation discussions:

1. The PTSF Executive Director will convey the accreditation decision from the PTSF Board of Directors (Board) to the hospital CEO, or assigned designee.
2. On the day that the hospital is notified, PTSF will send out a press release through PR Newswire regarding the newly accredited trauma center and the effective date of this accreditation.
3. In addition to a press release, PTSF will notify the Department of Health, Bureau of EMS regarding the accreditation decision so that proper communications can occur statewide to the EMS regional councils.
4. To inform the public, PTSF will post newly accredited trauma center information to its website and in its newsletters.

For newly accredited trauma centers:

1. Hospital notifications should not begin until after PTSF's press release has been disseminated. This includes internal/external hospital communications, press releases and social media posts.
2. All hospital/health systems press releases should be submitted to PTSF for review prior to release to assure that the content is accurate.
3. No trauma center signage may be erected prior to the effective date of the trauma center accreditation.

Approved by PTSF Board of Directors:

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