

Purpose:

To describe the process utilized by the Pennsylvania Trauma Systems Foundation (PTSF) for issuing Certificates of Accreditation and determining their effective dates.

Process:

1. Accreditation certificates will be issued according to predetermined timelines as approved by the PTSF Board of Directors (Board).
 - a. Accredited Trauma Centers:
 - i. Level I, II & III Adult or Pediatric Centers: Effective October 1 through September 30 for the awarded cycle length. (One, Two or Three Years)
 - ii. Level IV Adult Centers: Effective November 1 through October 31 for the awarded cycle length. (One, Two or Four Years)
 - b. New Trauma Centers:
 - i. Effective Dates of Accreditation:
 1. First day of the second month following the date of the statewide press release if the meeting is less than 2 weeks prior to the first day of the month.
 2. First day of the following month following the date of the statewide press if the meeting is greater than or equal to two weeks before the first day of the month.
 - ii. Expiration Dates:
 1. Every new Trauma Center receives a one-year accreditation for the first cycle length. This is referred as the 'Provisional Year'.
 - a. Level I, II & III Adult or Pediatric Centers: Expire September 30 at midnight of the following year.
 - b. Level IV Adult Centers: Expire October 31 at midnight of the following year.
2. Accreditation certificates are signed by the PTSF Executive Director on behalf of the Board of Directors and sent electronically to the Trauma Program Manager (unless requested otherwise).

Approved by PTSF Board of Directors:

Original Date: 03/22/2016

Revise Date: 09/16/2021

Review Date: 04/01/2016; 07/01/2019; 09/16/2021

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