

Purpose:

To describe the process by which a Level I, II or III trauma center may determine eligibility and elect to have a virtual survey.

Procedure:

1. Level I, II or III trauma centers may elect to have a virtual survey, every other survey cycle, in lieu of an on-site survey if the following criteria are met:
 - A. The trauma center has been continuously accredited by PTSF for $\geq$ ten (10) years at the time of the scheduled survey.
 - B. The immediate prior deliberation outcome granted the trauma center a three-year accreditation certificate, including trauma centers on a three-year accreditation certificate with a one-year certificate extension.
 - C. The immediate prior Accreditation Report does not contain any significant issues in the following categories:
 - i. Clinical Care
 - ii. Performance Improvement and Patient Safety Process (lack of issue identification, actions, or event resolution)
 - iii. Commitment
 - D. The immediate prior survey was completed on-site.
2. PTSF staff will contact trauma program staff at eligible centers, as a component of the Save-the-Date process, the year prior to accreditation certificate expiration to offer the option of a virtual survey.
 - A. If a trauma center elects to change to an on-site survey, after the virtual survey Save-the-Date notice is distributed, the hospital will be invoiced and responsible for all fees related to both the virtual and on-site survey process.
 - i. Virtual survey fees are non-refundable.
 - ii. Refer to policy BD-113: Payments and Refunds of Fees
3. Virtual survey education will be provided to trauma program leadership by PTSF staff prior to the trauma center's first virtual survey and with new trauma program leadership.
4. Trauma centers electing to participate in the virtual survey process should refer to the "Virtual Survey Guidebook", located on the PTSF website, for guidance on logistics, technology requirements, time schedule, and other important information.
5. Refer to the PTSF Fee Schedule for associated virtual survey fees.

Approved by PTSF Board of Directors and/or Executive Committee:

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