

DEPARTMENT OF HEALTH SERVICES
COUNTY OF LOS ANGELES

SUBJECT: BASE HOSPITAL MEDICAL DIRECTOR

REFERENCE NO. 308

PURPOSE: To describe the qualifications, role and responsibilities of the Base Hospital Medical Director.


AUTHORITY: Health & Safety Code, Division 2.5, 11797.59
California Code of Regulations, Title 22, Section 100168
Paramedic Base Hospital Agreement

POLICY:

- I. Each base hospital shall designate a Base Hospital Medical Director (BHMD) who has experience in, and knowledge of, base hospital radio operations and local EMS Agency policies and procedures, and who meets the following qualifications:
 - A. A physician on the staff of the base hospital who is licensed in the State of California and who is board certified in emergency medicine by the American Board of Emergency Medicine or the American College of Osteopathic Emergency Physicians.
 - B. Is engaged at the base hospital in the field of emergency medicine as a full-time emergency physician as defined by spending a monthly average of at least ninety-six (96) hours in the practice of emergency medicine at the base hospital. These hours may include administrative hours spent in meeting BHMD responsibilities.
 - C. Is familiar with the prehospital care environment by performing ride-alongs with assigned paramedics a minimum of 16 hours during the first 12 months as a BHMD.
 - D. Satisfactorily complete an orientation to the base hospital's prehospital care program.
 - E. Attend the Los Angeles County EMS Agency orientation program within six (6) months of assuming the position as BHMD.
- II. The Role and Responsibilities of the BHMD
 - A. Medical direction and supervision of field care:
 1. Directs and coordinates the medical aspects of prehospital care and related medical activities of all base hospital and EMS personnel assigned to that base hospital.

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APPROVED: 
Director, EMS Agency


Medical Director, EMS Agency

2. Ensures that the base hospital complies with the Paramedic Base Hospital Agreement, and with the policies, procedures and protocols established by the Los Angeles County EMS Agency.
3. Ensures the provision of appropriate medical direction given by base hospital personnel is within the Paramedic Scope of Practice and adheres to the current policies, procedures and protocols of the Los Angeles County EMS Agency.

B. Education

1. Ensures the development and provision of formal prehospital education programs for base hospital physicians, MICNs, and EMS provider personnel and trainees.
2. Ensures that base hospital meetings are conducted regularly to provide updates on base hospital activities. It is highly recommended that base hospital meetings be conducted twelve (12) times per year; however a minimum of ten (10) meetings per year must be conducted.

C. Quality Improvement

1. Ensures the development and implementation of a quality improvement (QI) program approved by the Los Angeles County EMS Agency to include a written plan describing the program objectives, authority, organization, scope, and mechanisms for overseeing the following:
 - a. Compliance with all current policies, procedures and protocols of the Los Angeles County EMS Agency.
 - b. Standards of care and QI indicators that measure quality of prehospital patient care issues.
2. Ensures the participation of the base hospital in the Los Angeles County EMS Agency's systemwide QI program.

D. Review of Substandard Medical Care

When notified of the possible deviation from medical guidelines, the BHMD shall ensure:

1. Efforts are made to gather accurate facts, and that a determination is made as to whether a deviation in medical care has occurred.
2. Provides, in writing, the referral of these facts to the Los Angeles County EMS Agency for its review when the seriousness of the medical care warrants such a referral.
3. Notifies in writing the appropriate EMS provider agency of the referral of facts to the Los Angeles County EMS Agency regarding substandard medical care rendered by its employee.

4. Makes efforts to preserve the confidential nature of the referral.

E. Record Keeping

Ensures that appropriate accountability and confidentiality are maintained for:

1. Patient care records (i.e., Base Hospital Forms, EMS Report Forms, logs and audio communications).
2. Quality Improvement records.
3. Continuing education records.
4. Records pertaining to investigations or review of possible provision of substandard medical care.

F. Communication Equipment Operation

Ensures that base hospital paramedic communications equipment is staffed and operational at all times by personnel who are properly trained and certified in its use according to the policies, procedures and protocols of Los Angeles County EMS Agency.

G. Base Hospital Liaison

1. Base hospital regional representation at the Medical Advisory Council and other appropriate committees.
2. Ongoing liaison with EMS provider agencies, and the local medical community.
3. Ongoing liaison with the Los Angeles County EMS Agency.

III. In the event that the Base Hospital Medical Director questions the medical impact of a policy of the Los Angeles County EMS Agency, the BHMD shall submit a written statement to the Medical Director of the Los Angeles County EMS Agency requesting a review of the policy.

CROSS REFERENCES:

Prehospital Care Manual:

Ref. No. 201, **Medical Management of Prehospital Care**
Ref. No. 204, **Medical Council**
Ref. No. 214, **Base Hospital and Provider Agency Reporting Responsibilities**
Ref. No. 304, **Role of the Paramedic Base Hospital**
Ref. No. 606, **Documentation of Prehospital Care**
Ref. No. 610, **Retention of Prehospital Care Records**
Ref. No. 620, **EMS Quality Improvement Program (EQIP)**
Ref. No. 1013, **Continuing Education (CE) Program Requirements**
Ref. Nos. 1200, **Treatment Protocols**
Ref. Nos. 1300, **Medical Control Guidelines**
