



## IMPACT EVALUATION PROPOSED DOWNGRADE OR CLOSURE OF A HOSPITAL'S EMERGENCY SERVICES

APPROVED:   
EMS Medical Director

  
EMS Administrator

1. Any hospital which serves as a receiving hospital for San Mateo County shall notify the San Mateo County Emergency Medical Services Agency (EMS Agency) of its intent to downgrade or close the emergency services it provides pursuant to its license or special permit by the State of California Department of Health Services. Such notification shall occur as soon as possible but in no case less than ninety (90) days prior to a planned reduction or elimination emergency services.
2. Upon receiving a notice described in #1 above, the EMS Agency shall notify all its other receiving hospitals, ground and air ambulance providers, Emergency Medical Care Committee, paramedic service providers, the Board of Supervisors, and local media.
3. The EMS Agency, in consultation with its Emergency Medical Care Committee, shall evaluate the impact of such closure or downgrade of the hospital's emergency medical services within sixty (60) days of receipt of the notice. Such impact evaluation shall include:
  - 3.1 At least one public hearing and a review of the written and oral testimony presented.
  - 3.2 An analysis of the anticipated effects related to:
    - 3.2.1 The hospital's geographic location to include the service area population density, travel time and distance to other hospitals with emergency services, the number and type of other hospital emergency services serving the county.
    - 3.2.2 How availability of emergency ambulances will be affected.
    - 3.2.3 How voice communications for medical direction to paramedics at emergency scenes will be affected to include number of calls, radio and cellular telephone communication, and ability of the remaining hospitals to manage additional calls for medical direction.
    - 3.2.4 The specialty services are currently provided by the hospital proposing to downgrade or close its emergency services including

major trauma, pediatric, pediatric critical care, obstetric, neurosurgery, and burns. The availability and proximity to such specialized services at other receiving hospitals will be considered.

3.2.5 The volume of patients using emergency services at the hospital proposing the closure or downgrade to include patients arriving by ambulance and by all other means. The capacity of other hospitals to accommodate the additional patients.

4. The EMS Agency will send the results of the impact evaluation to the State Department of Health Services within three days of its completion.