





**SAN MATEO COUNTY HEALTH
EMERGENCY
MEDICAL SERVICES**

EMS POLICY	601
Effective:	April 2022
Approval: EMS Director Travis Kusman, MPH	Signed: 
Approval: EMS Medical Director Greg Gilbert, MD	Signed: 

BASE HOSPITAL STANDARDS AND DESIGNATION

I. PURPOSE

To define the role of the paramedic Base Hospital in the San Mateo County EMS System and to define the criteria which shall be met by an acute care hospital designated as a Base Hospital. To define the LEMSA’s responsibility relative to the Base Hospital, and to provide information to EMS providers who will be contacting the base hospital for medical direction.

II. AUTHORITY

Health and Safety Code, Division 2.5, § 1797.200, 1797.220, 1798.101 – 102; and 1798.104; California Code of Regulations, Title 22, Division 9, §100127, 100166, 100168-100169 and 100403

III. DEFINITIONS

Advanced Life Support (“ALS”) Ambulance [or “Paramedic Ambulance”]: An ambulance authorized by LEMSA to provide ALS emergency services within San Mateo County.

Advanced Life Support (“ALS”) First Responder Unit (“FRU”): A first responder authorized by LEMSA to provide ALS emergency services within San Mateo County.

Base Hospital: A hospital authorized by LEMSA to provide online physician medical control to prehospital providers. A Base Hospital can provide basic and advanced life support medical direction.

Emergency Medical Services Agency (“LEMSA”) [or “Agency”]: The San Mateo County EMS Agency is designated as the Local Emergency Medical Services Agency (LEMSA) and is statutorily charged with primary responsibility for administration and medical control of emergency medical services in San Mateo County.



IV. POLICY

A Base Hospital is designated by the San Mateo County EMS Agency (“LEMSA”) to provide immediate medical direction and supervision of paramedic personnel, and all prehospital medical care delivered in accordance with policies established by the LEMSA.

Stanford Health Care has been designated by the LEMSA as the Base Hospital for all Base Hospital medical direction, except for trauma Base Hospital services for patients originating in



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the Northern portion of the County who are destined to Zuckerberg San Francisco General (“ZSFG”) in accordance with T01 – Trauma Triage.



V. REQUIREMENTS

A Base Hospital approved and designated by LEMSA shall:

- A. Have the capability to provide, at all times, radio and telephone communication with the capability to record the communications between the Base Hospital and prehospital personnel;
- B. All communications between the Base Hospital and a Paramedic ambulance or FRU for purposes of medical direction shall be provided by a Base Hospital physician by radio or phone;
- C. Designate a Base Hospital Coordinator who will serve on various EMS Committees related to prehospital care;
- D. Designate a Base Hospital Medical Director who shall be a physician on the hospital staff, licensed by the State of California and have experience in emergency medical care. The Medical Director shall:
 - a. Be regularly assigned to the Emergency Department;
 - b. Have experience and knowledge in Base Hospital radio operations;
 - c. Be responsible for overall medical control and supervision of the ALS program within the Base Hospital’s area of responsibility including review of the patient care records, paramedic education through tape reviews and continuous performance improvement activities;
 - d. Be responsible for reporting deficiencies in patient care to the EMS Agency;
 - e. Attend EMS Agency Medical Advisory Committee (MAC) and any other committees as deemed necessary by the EMS Agency Medical Director; and
 - f. Provide relevant education to and quality assurance oversight of emergency department staff delivering and supporting Base Hospital operations.
- E. The Base Hospital shall enter into a written agreement with the LEMSA indicating the commitment of hospital administration, medical staff and emergency department staff to meet requirements for program participation as specified by State regulations and LEMSA policies and procedures. Further requirements are outlined in the agreement.



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F. LEMSA shall:

- a. Establish program criteria, operational policies, and medical protocols conforming with Federal, State, Local laws and regulations and accepted EMS standards;
- b. Provide the Base Hospital with written medical policies, procedures, and protocols and updates including any changes in paramedic scope of practice, local policies, procedures, and/ or protocols;
- c. Accredit and certify personnel for participation in the EMS system in accordance with State statues, regulations, and local EMS policies and procedures;
- d. Monitor the Base Hospital medical control program for adequacy of services and medical quality improvement in cooperation with the Base Hospital in the ongoing evaluation of the EMS system;
- e. Maintain confidentiality of all patient-specific information and quality improvement information and records provided for review and audit purposes; and
- f. Include the Base Hospital in the system-wide EMS Quality Improvement Program (EMSQIP).