

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Ron DeSantis
Governor

Scott A. Rivkees, MD
State Surgeon General

Vision: To be the Healthiest State in the Nation

Date

Via Overnight Mail

Hospital CEO
Hospital Address

Dear CEO:

The Department of Health, (Department) Division of Emergency Preparedness and Community Support, Bureau of Emergency Medical Oversight, Trauma Section, has scheduled a site survey at your facility on **DATE**, to evaluate **HOSPITAL NAME** renewal application to continue as a **level** trauma center. Trauma center quality of care will be evaluated in accordance with the Department of Health Pamphlet 150-9, Trauma Center Standards, effective January 2010.

The entire survey team will meet with hospital administrators, physicians and personnel during an opening session on the morning of **DATE**, to discuss the day's agenda and answer any questions. The enclosed attachments provide additional information regarding the day agenda, survey team, Additional Information in Preparation for the On-Site Survey document, and the surveyors' CVs.

Please complete the Electronic Pre-Survey Questionnaire (EPSQ) and return to the Department via the File Transfer Protocol, (FTP), no later than **SIX (6) WEEKS PRIOR TO THE SURVEY DATE**. The audit period for the EPSQ is 90 days prior to the day of the survey to include 12 months of data.

Please refer to the Department of Health trauma website, under the Trauma Center Designation tab for information regarding site survey preparation tools. <http://www.floridahealth.gov/licensing-and-regulation/trauma-system/trauma-center-designation.html>

We look forward to working with you during the site survey. If you have any questions, or need additional information, please contact me at (850) 245-4054.

Sincerely,

Name
Trauma System Administrator
Bureau of Emergency Medical Oversight

Enclosures: Day Agenda
Additional Information Document
List of the out-of-state survey team members and Department of Health staff
Survey team's CVs

cc: Trauma Medical Director
Trauma Program Manager