

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



Ron DeSantis
Governor

Joseph A. Ladapo, MD, PhD
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**. The enclosed attachments include the day agenda, the survey team including Department staff and the surveyors' CVs. The preparation document will provide the trauma center staff guidance for the pre-on-site preparations, as well as on-site preparations.

Please complete the Electronic Pre-Survey Questionnaire (ePSQ) and return to the Department via the SharePoint website as outlined in the preparation document, no later than **60 days prior to the survey date**.

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

We look forward to working with you during the 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
Preparation 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