

CENTRAL CALIFORNIA
EMERGENCY MEDICAL SERVICES
A Division of the Fresno County Department of Public Health

Manual Emergency Medical Services Administrative Policies and Procedures	Policy Number 022 Page 1 of 2
Subject Regional Hospital Advisory Committee	
References	Effective 01/01/2024

I. POLICY

The Regional Hospital Advisory Committee is the EMS Agency's outreach to ambulance receiving hospitals throughout the 4-county EMS region to share information and obtain input and recommendations on the direction of the EMS system, discuss potential quality improvement issues, and address issues that impact hospitals and providers.

II. PROCEDURE

A. The Regional Hospital Advisory Committee is an advisory committee to the EMS Agency and the Regional Medical Control Committee. Meetings are limited to members and invited guests only.

1. Membership

The Regional Hospital Advisory Committee membership shall include the following:

- a. The Prehospital Liaison Nurse (PLN) from each designated Base Hospital receiving hospitals in Fresno, Kings, Madera, and Tulare Counties
- b. A Receiving Hospital Liaison Nurse from each non-base hospital ambulance receiving hospital.
- c. A Representative from STEMI and Stroke Centers

2. The EMS Agency shall be notified, in writing, by each hospital of the name of their designated representative. The EMS Agency shall be notified of any changes in membership.

3. The EMS Agency will shall provide clerical support for meeting minutes and agendas.

4. Each member of the Regional Hospital Advisory Committee shall be responsible for providing input for the hospital of which they represent and shall be responsible for communicating appropriate information discussed at the Regional Hospital Advisory Committee meetings to their hospital and/or committee.

B. Meetings

1. The Regional Hospital Advisory Committee shall meet on the second Wednesday of every other month, unless otherwise modified by the majority of committee members.

2. The committee chairperson will rotate on an annual basis to each hospital in an alphabetical order. The change in chairperson will occur in January of each year.

Approved By EMS Director	Daniel J. Lynch (Signature on File at the EMS Agency)	Revision
EMS Medical Director	Jim Andrews, M.D. (Signature on File at the EMS Agency)	

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In the event that the chairperson will be assigned to a hospital that is not represented or is not consistently at the meeting, the committee may skip that hospital and assign the chair to the next hospital.

3. The Committee chairperson will make any additions to the agenda prior to the start of each meeting and the meetings shall generally be conducted in accordance with Robert's Rules of Order.

D. Quorum/Voting

1. A voting quorum shall be a majority of members in attendance at each meeting.
2. The chairperson shall exercise his or her right to vote in the event of a tie vote.