

	18-0101A	<b>Facility Ambulance Diversion Form</b>
	Nor-Cal EMS Policy & Procedure Manual	Administration
	Effective Date: 10/01/2020	Next Revision: 10/01/2023
	Approval: Jeffrey Kepple MD – MEDICAL DIRECTOR	SIGNATURE ON FILE

During office hours, contact Nor-Cal EMS for any diversion event at 1 (530) 229 3979. After hours or weekends, contact the Nor-Cal “On-Call” Duty Officer at 1 (530) 691 1321.

\*\*\*You will be instructed on where to send this form upon contacting Nor-Cal EMS.\*\*\*

## Authority

Health and Safety Code Division 2.5, California Code of Regulations, Title 22, Division 9.

Hospital Information	
Facility name:	Contact name:
Contact number:	Contact email:

Notification Type			
<input type="checkbox"/> Planned Diversion	<input type="checkbox"/> Pre-Diversion	<input type="checkbox"/> Initial Diversion	<input type="checkbox"/> Ongoing Diversion

Diversion Type		
<input type="checkbox"/> Internal Disaster	<input type="checkbox"/> Patient Surge Event	<input type="checkbox"/> Stroke Services Unavailable
<input type="checkbox"/> STEMI Services Unavailable	<input type="checkbox"/> Trauma Services Unavailable	<input type="checkbox"/> Other: _____

Reasoning for Diversion and Estimated Timeframe for Reopening <i>(Attached Extra Pages, If Needed)</i>	
Submission Date:	Submission Time:
<b>Complete Page 2, if Patient Surge Pre-Diversion or Diversion Notification</b>	

***Complete This Page Also if Patient Surge Pre-Diversion or Diversion Notification***

<b>Facility Notification Checklist</b>	
<input type="checkbox"/> ED Supervisor/Designee Notification	<input type="checkbox"/> ED Physician/Designee Notification
<input type="checkbox"/> Trauma/STEMI Director/Designee Notification	<input type="checkbox"/> CEO/Designee Notification

<b>Diversion Avoidance Actions Taken</b>	
<input type="checkbox"/> Increase in Ancillary Staff	<input type="checkbox"/> Increase in ED Nursing Staff
<input type="checkbox"/> Increase in Mid-Level ED Staff	<input type="checkbox"/> Increase in ED Physician Staff
<input type="checkbox"/> Increase in Other Staff (Med/Surg, ICU, etc)	<input type="checkbox"/> Cancellation of Elective Services
<input type="checkbox"/> Activation of Backup ED Patient Care Areas	<input type="checkbox"/> Activation of Additional Inpatient Beds
<input type="checkbox"/> Expedited Patient Discharges	<input type="checkbox"/> Patient Transfers to Other Facilities
<input type="checkbox"/> Activation of the Hospital Patient Surge Capacity Plan & Hospital Incident Command System.	

<b>Current ED Census &amp; Hospital Bed Availability</b>			
# Staffed ED Beds:		# Occupied ED Beds:	
# ED Waiting Room Patients:		# ED Psychiatric Patients:	
# ED Admit Hold Patients:		# Available Med/Surg Beds:	
# ICU Beds Available:		# Pediatric Beds Available:	
# OR Rooms Available:			

<b>Current On-Duty Staff Numbers</b>			
Nursing Staff:		Physician Staff:	