

 NOR-CAL EMS	4002	Facility Ambulance Diversion Form
Nor-Cal EMS Policy & Procedure Manual	Hospitals	
Effective Date: 02/01/2023	Next Revision: 02/01/2026	
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"/> Single Ambulance 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:
If this is a Patient Surge Diversion Notification complete page 2	

Complete This Page Also if Patient Surge Diversion Notification

Facility Notification Checklist	
<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

Diversion Avoidance Actions Taken	
<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.	

Current ED Census & Hospital Bed Availability			
# 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:			

Current On-Duty Staff Numbers			
Nursing Staff:		Physician Staff:	