

Policy and Procedures

Title: Mandatory DOH Reporting

Date issued / last revision: September 1, 2002

Date effective: Immediately

Mandatory DOH Reporting

Statement:

Cooperstown Medical Transport, Inc. (CMT) will report all incidents that require NYS DOH notification within the required time frame.

Purpose:

To ensure compliance of CMT with NYS DOH part 800.21 and limit the liability of CMT.

Scope:

This policy applies to all employees, full time, part time and interns to report immediately any of the following to their Supervisor and an authorized CMT representative will report to NYS DOH.

Policy:

1. Under the requirement of Part 800.21.q.1, CMT will report any of the following by telephone no later than the following business day and in writing within 5 working days every instance of:
 - a. A patient dies, is injured or otherwise is harmed due to actions of commission or omission by an employee, intern or observer.
 - b. An ambulance is involved in a motor vehicle accident in which a patient, member of the crew, or other person is killed or injured to an extent requiring hospitalization or care by a physician.
 - c. Any employee is killed or injured to the extent requiring hospitalization or care by a physician.
 - d. Patient care equipment fails while in use, causing patient harm.
 - e. It is alleged that any employee has responded to an incident or treated a patient(s) while under the influence of alcohol or drugs.