



Southern Tier Regional Emergency Medical Advisory Committee

Policy Statement: **Procedure for
Disposition of the Yellow Copy of the
PCR**

Policy # 03-03

Subject: **Yellow Copy
PCR Disposition**

Issued: 10/9/03
Supercedes: none

Background: The Regional QI program requires active participation of EMS providers and agencies and hospitals for success. In addition, appropriate documentation must be available for the Area QI committees and Area QI Coordinators to function within the Regional QI Plan. This documentation includes, among others, the yellow copy of the patient care report form. For QI activities to effectively occur, it is best for the yellow copy of the PCR to remain with the patient at the hospital that receives the patient. If the patient is transported to a destination outside the STREMS region, the yellow copy of the PCR needs to remain within the STREMS Region and should be forwarded to the STREMS office at the earliest possible time.

Policy: To allow for effective implementation of the Regional Quality Improvement Plan, EMS Providers and Agencies will insure that the yellow copies of the Patient Care Report form are disposed of as follows:

1. If the patient is transported to a hospital **within** the STREMS region, the yellow copy of the PCR will be left at the Hospital that receives the patient. The copy will be placed in the STREMS yellow PCR Box found in each hospital ED.
2. If the patient is transported to a hospital **outside** the STREMS region, the yellow copy of the PCR will be forwarded to the STREMS office at the earliest possible time.
3. If the patient is transported to a non-hospital facility **within** the STREMS region, the yellow copy of the PCR will be forwarded to the STREMS office at the earliest possible time.
4. If the patient is transported to a non-hospital facility **outside** the STREMS region, the yellow copy of the PCR will be forwarded to the STREMS office at the earliest possible time.

STREMAC Approved 10-7-03
Council approved 10/9/03