

Instructions and Process of Application for Levels IV Recertification Trauma Center Designation

- Step 1** After obtaining permanent designation status as a West Virginia Trauma Center, facility shall complete recertification of designation status process within the last year of permanent designation (7.8.).
- Step 2** Facility will receive a Re-verification packet from OEMS, Division of Trauma Designation and Categorization at least six (6) months prior to permanent designation expiration date.
- Step 3** Facility shall schedule a re-verification visit with OEMS, Division of Trauma Designation and Categorization so as to assure its completion no less than 90 days prior to expiration permanent designation certificate (7.8.b.).
- Step 4** Recertification Designation Application*, Letter of Commitment, and appropriate non-refundable designation fee must be received by OEMS, Division of Trauma Designation and Categorization prior to the scheduling of the state site visit (7.8.b.).
- Step 5** Pre-Review Questionnaire (PRQ) must be submitted to OEMS, Division of Trauma Designation and Categorization within thirty (30) days of scheduled recertification site visit.

Note: References in parenthesis after the steps refers to applicable section of Legislative Rule §64CSR 27.