

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

- Step 1** After obtaining Initial Provisional Designation status as a West Virginia Trauma Center, facility has one (1) year to complete Permanent Designation process (7.4).
- Step 2** Facility will receive a Permanent Designation packet from OEMS, Division of Trauma Designation and Categorization at least six (6) months prior to permanent designation expiration.
- Step 3** Facility shall schedule a verification visit with OEMS, Division of Trauma Designation and Categorization so as to assure its completion prior to Initial Provision Designation expiration (7.4.c).
- Step 4** Permanent Designation Application, Letter of Commitment and appropriate non-refundable permanent designation fee must be received by OEMS, Division of Trauma Designation and Categorization prior to the scheduling of the verification visit (7.4.a).
- Step 5** Pre-review Questionnaire (PRQ) must be submitted to OEMS, Division of Trauma and Categorization within thirty (30) days of scheduled Verification Visit.

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