

Figure: 25 TAC §157.123(c)

<p>The Texas EMS/Trauma System is a network of regional EMS/trauma systems.</p> <p>Each regional EMS/trauma system has a regional advisory council (RAC) that is held accountable by the Texas Department of Health for developing, implementing, and monitoring a regional EMS/trauma system plan. These plans facilitate trauma and emergency health care system networking within the RAC's own trauma service areas (TSA) or among a group of TSAs.</p> <p>A RAC is an organized group of health care entities and concerned citizens who share an interest in improving and organizing EMS/trauma care within a specific TSA. RAC membership shall include hospitals, EMS providers, first responder organizations, physicians, nurses, EMS personnel, rehabilitation facilities, as well as concerned citizens and community groups.</p> <p>All counties within the state have been grouped into twenty-two TSAs, lettered "A" through "V". Each TSA is multi-county and contains a minimum of three counties.</p> <p>E= Essential criteria D= Desired criteria</p>	
I. System Management and Planning	
A. Bylaws: The following criteria must be addressed in the RAC bylaws or other official RAC documents.	
1. Written mission statement.	E
2. EMS/Trauma System development goals outlined for the RAC/TSA.	E
3. Defined chain of command, organizational decision-making process and flow of information.	E
4. Committees and committee structures are clearly defined.	E
5. Roles and responsibilities of RAC officers and their election process are clearly defined.	E
6. A clear voting process to ensure only authorized votes are cast.	E
7. Member participation requirements are clearly defined.	E
8. Fees and/or dues are assessed in a fair and equitable manner, and shall be approved by a vote of the general membership.	E
9. All entities caring for trauma patients are encouraged to attend RAC meetings and actively participate.	E
10. RAC general membership holds final authority to approve/ratify the	E

	bylaws.	
11.	Expenditure approval & budget authority identified in RAC organizational levels.	E
12.	Documented annual review of bylaws and system plan.	E
B.	A system needs assessment is completed annually.	E
C.	A written system plan is developed and submitted to the Texas Department of Health (TDH) for approval.	E
II. RAC Operations		
A.	The System Plan is distributed to all member entities.	E
B.	Meetings are scheduled and conducted in accordance with the RAC's bylaws or other governance documents.	E
C. Physical and Human Resources.		
1.	A permanent mailing address.	E
2.	A permanent office.	D
3.	A coordinator experienced in system development and implementation and/or clerical staff.	D
D. RAC Communications.		
1.	TDH is notified as soon as possible of any major changes in the RAC.	E
2.	A formal process is established to communicate with the membership.	E
3.	An annual report is completed and submitted to TDH and RAC membership.	E
4.	Representatives are sent to neighboring RAC meetings when patient flow crosses TSA boundaries.	D
E.	RAC finances are conducted in accordance with state contract and other regulatory requirements.	E
F.	Education and training is conducted to meet the needs identified in the annual needs assessment and/or in performance improvement activities.	E
G.	A written plan identifies all resources available in the TSA for emergency and disaster preparedness.	E

H. A regional performance improvement (PI) program is developed and implemented.	E
I. A regional injury prevention program is developed and implemented.	E