



San Luis Obispo County EMS Agency, Inc.

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STEMI Receiving Center Application Process and Instructions

The following information is designed to assist you in completing the STEMI Receiving Center designation application process. If you have questions please contact EMS Analyst Kathy Collins, R.N., at kcollins@sloemsa.org or 805-546-8728.

- Step 1:** Review the *SLO County EMS Agency STEMI Receiving Center Designation Policy* and the *STEMI Receiving Center Designation Criteria Application and Evaluation* matrix enclosed.
- Step 2:** Send a Letter of Intent to the EMS Agency stating your willingness to enter into a signed agreement with the County of San Luis Obispo, acknowledging that if designated you will agree to accept STEMI patients and participate in system data collection, submission and analysis as indicated in the *STEMI Receiving Center Designation Criteria Application and Evaluation* matrix, and identifying your hospital's STEMI Administrative Contact, STEMI Medical Director, and STEMI RN Program Manager. Please include the nonrefundable initial application fee of \$30,000 with this Letter of Intent.
- Step 3:** Utilizing the *STEMI Receiving Center Designation Criteria Application and Evaluation* matrix, compile and submit to the EMS Agency all the required information requested under the headings "*Objective Measurements*" and "*Send with Application.*" You should organize and separate the information under the subcategories described in the *STEMI Receiving Center Designation Criteria Application and Evaluation* matrix. If application materials are incomplete, this may delay scheduling the required site visit. Note that some information may be "*On File with EMSA*" or will be "*Reviewed at Site Visit*" and that information does not need to be submitted at this time.
- Step 4:** A site visit will be scheduled after all required documentation is submitted, reviewed and found to be complete and acceptable by the EMS Agency and the SLO County Public Health Department.
- Step 5:** Designation as a STEMI Receiving Center will be granted after completion of a successful site visit, approval by the San Luis Obispo County Board of Supervisors, execution of a signed contract with the County and receipt of the first year's annual designation fee.