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## **NEW HAVEN SPONSOR HOSPITAL PROGRAM NARRATIVE PLAN**

The Allingtown Fire Department, American Medical Response (New Haven), Bethany Volunteer Fire Department Ambulance, Branford Fire Department, East Haven Fire Department, Guilford Fire Department, Hamden Fire Department, Madison Ambulance Association, Madison Police Department, New Haven Fire Department, New Haven SHARP Team, Nelson Ambulance Service, North Branford Police Department, North Branford Volunteer Fire Department, North Haven Fire Department, North Madison Volunteer Fire Company, Orange Police Department, West Haven Fire Department, West Shore Fire Department, and Yale Student EMS are sponsored by both the Hospital of Saint Raphael and Yale-New Haven Hospital under the auspices of the New Haven Sponsor Hospital Program. A management committee, called the New Haven Sponsor Hospital Council, oversees the functions of the New Haven Sponsor Hospital Program (NHSHP). The structure is as follows:

### **I. The NHSHP Council**

#### **a. Voting members**

- i. A Senior Vice President from each institution
- ii. The Medical Director of each hospital Emergency Department
- iii. An appointee from the community at large

#### **b. Non-Voting Members**

- i. NHSHP MIC Medical Director
- ii. NHSHP Education Medical Director
- iii. NHSHP Director
- iv. NHSHP Education Coordinator
- v. Two EMS representative, one representing fire-based agencies, and one representing non-fire-based agencies, as appointed by their peers

### **II. NHSHP MIC Medical Director Responsibilities**

- a. The appropriateness of treatment protocols
- b. Assurance of medical supervision
- c. Review of MIC personnel medical performance
- d. Authorization or withholding of MIC personnel medical oversight

### **III. NHSHP Education Medical Director**

- a. Able to act for the MIC Medical Director in his/her absence
- b. Medical Director for paramedic, EMT-B ACLS, PALS, PEPP and EMD courses
- c. Medical director of the Paramedic Field Instructors group



#### **IV. NHSHP Director Responsibilities**

- a. Reports to the Council and medical directors
- b. Day to day operations of NHSHP
- c. Development and revision of treatment protocols along with MIC Medical Director
- d. Establishment of evaluation methods for maintaining program review and accountability for all clinical care programs and the monitoring of program effectiveness
- e. Maintenance of the NHSHP CQI Program
- f. Review credentialing of MIC personnel
- g. Serves as liaison to MIC services, regional hospitals and the community
- h. Coordinating with the SCC EMS Council and C-MED to improve EMS system planning
- i. Coordinating medical aspects of MIC training
- j. Budgetary control and maintenance
- k. Supervision of Secretary and Education Coordinator

#### **V. NHSHP Education Coordinator**

- a. Reports to program director, the Education Medical Director, and the Council
- b. Responsible for scheduling and implementing various medical programs including but not limited to CPR, ACLS, PALS, PEPP, EMT-B, and EMT-P
- c. Responsible for the CQI of those educational programs offered

#### **VI. NHSHP Administrative Professional**

- a. Reports to the program director
- b. Responsible for the day to day secretarial duties of the program

#### **VII. EMS Coordinators**

- a. Report to their own internal supervisors
- b. Work closely with the medical directors and program director to
  - i. Maintain continuous quality improvement
  - ii. Improve system wide function

