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NEW PROCEDURE/PRODUCT TRIAL PROTOCOL

PURPOSE: To provide an organized system approach to suggestions from EMS Coordinators, Medical Advisors, or field personnel for new procedures and products in a timely fashion.

- I. Suggestions for new procedures, product trials, or other requests not part of current standing operating procedure must be made in writing to the NHSHP Director or Medical Director in the form of a proposal.
- II. The proposal will include the following:
 - a. Request
 - b. Rationale
 - c. Service or specific group to be utilized
 - d. Written protocol for use of procedure or product
 - e. Time frame planned: start of project and duration
 - f. Training needs identified and training plan
 - g. Any cost analysis information
 - h. Scientific evidence (bibliography) supporting proposal
- III. The proposal will be placed on the agenda for the next NHSHP Operations Committee meeting. At the discretion of the NHSHP Director and/or MIC Medical Director, the person making the proposal will be invited to attend the meeting for the discussion of the proposal.
- IV. Action taken at the Operations Committee meeting will be detailed in the minutes, and will be communicated to the requesting personnel in writing, along with a rationale for the decision reached.
- V. If accepted:
 - a. The EMS Coordinators will disseminate the appropriate information to the hospital staffs
 - b. The NHSHP Director will notify the appropriate service representatives.
 - c. After training and all other logistical issues are addressed to the satisfaction of the NHSHP Director and MIC Medical Director, the trial will be implemented.
- VI. A follow-up report will be made at the Operations Committee meeting within two months of the actual implementation of the proposal. The report will include a written report will be submitted at the end of the project, or at six months, and will include the above information as well as recommendations for future use.

