

**COUNTY OF SACRAMENTO
EMERGENCY MEDICAL SERVICES AGENCY**



Program Document: **Medical Advisory Committee (MAC)**

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Signature on File

EMS Medical Director

Signature on File

EMS Administrator

Purpose:

- A. To advise the Sacramento County Emergency Medical Services Agency (SCEMSA) Medical Director on the establishment of medical oversight policies, procedures, and treatment protocols.
- B. To advise the SCEMSA Medical Director on education, training, quality improvement, and data collection issues.
- C. To establish the standard of quality prehospital medical care for the SCEMSA System.

Authority:

- A. California Health and Safety Code, Division 2.5
- B. California Code of Regulations, Title 22, Division 9

Membership:

- A. One (1) physician representative from each of the Sacramento County Advanced Life Support (ALS)/Base/Trauma hospitals who receive SCEMSA system patients, appointed yearly by the hospital's Medical Director and/or Chief of Medical Staff at the hospital.
 - 1. The physician may be the base hospital medical director if the hospital provides base station activities.
 - 2. The physician shall have experience and interest in emergency medical care and/or systems.
- B. One (1) physician representative from the Sierra Sacramento Valley Medical Society.
- C. One (1) physician medical director/advisor from each Sacramento County ALS provider. SCEMSA Medical Director.

Attendance:

- A. Committee members are expected to attend all meetings.
- B. If unable to attend a meeting, a member is expected to notify SCEMSA in advance, in writing, and identify a replacement from their institution or agency to fill their position for that meeting.
- C. Any committee member resigning their position on the committee is responsible for having their facility or agency select a replacement and for notifying SCEMSA, in writing, of the change in advance.

***Voting:**

- A. Due to the "advisory" nature of the committee, many issues will require input rather than a voting process. Vote process issues will be identified as such by the Chairperson. When voting is required, the majority of the voting members of the committee need to be present. *Voting: Designated to those on the current SCEMSA membership list.

Policy:

- A. The committee shall meet every three months or at the call of the Chair.
- B. SCEMSA staff will transcribe the meeting minutes and make them available for review one week prior to the next scheduled meeting.
- C. The SCEMSA Medical Director shall serve as the chairperson.
- D. The Medical Advisory Committee is an advisory committee to the SCEMSA Medical Director and SCEMSA.
- E. Items to be considered for the agenda are welcome and must be received no later than fifteen (15) working days prior to the next scheduled meeting in order to be reviewed ten (10) working days prior to the meeting. Items of an operational nature may be discussed only as it pertains to patient care.