

Hospital Records Subject to EMTALA Enforcement Survey

Source: State Operations Manual, Appendix V, Interpretive Guidelines—Responsibilities of Medicare Participating Hospitals in Emergency Cases
www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/som107ap_v_emerg.pdf

Date: Revised July 16, 2010

- Dedicated emergency department patient log(s) for the past 6-12 months
- Dedicated emergency department policy and procedure manual(s)
- Consent forms for transfer of unstable patients
- Dedicated emergency department(s) committee meeting minutes for the past 12 months
- Dedicated emergency department staffing schedule (physicians for past 3 months and nursing staff for past 4 weeks)
- Medical staff bylaws/rules and regulations
- Medical staff meeting minutes for the past 6-12 months
- Current medical staff roster
- Physician on-call lists for the past 6 months
- Credentials files for emergency physicians and medical director (review of this document is at the surveyor's option)
- Quality assessment and performance improvement (QAPI) plan
- QAPI minutes relating to EMTALA regulations
- List of contracted services (if the use of contracted services is questioned)
- Dedicated emergency department personnel records (review of this document is at the surveyor's option)
- In-service training program records, schedules, reports, etc. (review of this document is at the surveyor's option)