



TRAC-V DATA SUBMISSION POLICY

PURPOSE

The purpose of this policy is to establish standardized, region-wide requirements for the submission of EMS and hospital data to the TRAC-V Regional Data Repository utilizing the ESO platform.

This policy ensures accurate, timely, and complete data collection to support regional system evaluation, performance improvement (PI), and alignment with state reporting requirements across Trauma Service Area V (TSA-V).

BACKGROUND

Comprehensive and accurate data collection is essential to understanding patient movement, evaluating system performance, and improving patient outcomes across the trauma system.

TRAC-V initiated the development of a Regional Data Repository in 2024, in partnership with ESO, to aggregate EMS and hospital data into a centralized system for analysis and reporting. This policy formalizes existing TRAC-V membership requirements as outlined in the TRAC-V Bylaws, which require compliance with registry reporting requirements and submission of data to TRAC-V. This policy establishes the standardized process and platform for fulfilling those requirements through the TRAC-V Regional Data Repository.

On the EMS side, the repository captures NEMSIS 3.5 compliant data elements already submitted to the Texas Department of State Health Services (DSHS). On the hospital side, the repository captures National Trauma Data Bank (NTDB) standard data elements routinely collected and submitted by trauma centers to DSHS.

This repository is critical to:

- Ensure TSA-V is accurately represented in statewide datasets
- Validate completeness of data submitted to DSHS
- Support regional Performance Improvement (PI) initiatives
- Enable data driven decision making and reporting
- Reduce reliance on current RAC manual data collection methods

Additionally, TRAC-V utilizes this data to support key regional initiatives, including:

- Monitoring and expansion of the prehospital whole blood program
- Evaluation of interfacility trauma transfer timelines and delays
- Identification of opportunities to improve patient outcomes and system efficiency

The execution of Business Associate Agreements (BAAs) between TRAC-V and participating agencies is required to facilitate secure and compliant data sharing.

AUTHORITY

This policy operates under the authority and oversight of the TRAC-V Board of Directors and is consistent with applicable rules and regulations outlined in the Texas Administrative Code, Title 25, Part 1, Chapter 157, and guidance from DSHS which recognizes and supports the role of Regional Advisory Councils (RACs) in coordinating trauma and emergency healthcare systems. This policy further aligns with the TRAC-V Bylaws and may be amended and/or repealed at any time by a majority vote of the Directors.

SCOPE

This policy applies to:

- All EMS providers (911 and non-911 transport agencies)
- Hospitals within TSA-V including:
 - Trauma centers
- Any participating agencies required to submit data for TRAC-V regional initiatives and performance improvement activities

PRE-HOSPITAL REQUIREMENTS

All EMS providers shall:

Data Submission:

- Submit EMS data to the TRAC-V Regional Data Repository via ESO
- Ensure submission includes all required NEMSIS data elements required by DSHS

Data Completeness and Accuracy:

- Maintain accurate and complete patient care records
- Ensure all data submitted to TRAC-V is transmitted to DSHS for licensure compliance

Participation Requirements:

- Execute a Business Associate Agreement (BAA) with TRAC-V
- Maintain active participation in data submission process
- Ensure EMS agency and/or contracted 3rd party vendor continue submission of data to TRAC-V

HOSPITAL REQUIREMENTS

All designated trauma centers shall:

Data Submission:

- Submit trauma and/or applicable patient data to the TRAC-V Regional Data Repository via ESO
- Ensure submission includes all required NTDB data elements required by DSHS

Data Completeness and Accuracy:

- Maintain accurate and complete patient care records within the trauma registry
- Ensure all data submitted to TRAC-V is transmitted to DSHS for designation compliance

Participation Requirements:

- Execute a Business Associate Agreement (BAA) with TRAC-V prior to data submission
- Coordinate with TRAC-V and ESO for onboarding and data integration

BAA REQUIREMENT

- A fully executed BAA is required for all EMS agencies and hospitals prior to participation in the TRAC-V Data Repository
- Data submission will not be initiated until a BAA is in place
- EMS agencies and hospitals are responsible for working with TRAC-V and their legal / compliance department to complete the agreement

TRAC-V DATA REPOSITORY UTILIZATION

TRAC-V will utilize collected data to:

- Conduct regional PI activities
- Analyze patient outcomes and system performance
- Support regional planning and resource allocation
- Inform grant applications and reporting requirements
- Identify trends in:
 - Trauma care
 - Interfacility transfers
 - Prehospital interventions – including Whole Blood administration

COMPLIANCE AND ACCOUNTABILITY

To remain in good standing with membership requirements set forth by TRAC-V:

- EMS providers and hospitals must demonstrate:
 - Completion of required BAAs

- Ongoing data submission to the TRAC-V Repository
- TRAC-V has established an 80% compliance threshold for required data submission and participation activities under this policy. Agencies and facilities falling below 80% compliance may be considered noncompliant and subject to review and corrective action by the TRAC-V Board of Directors.

Noncompliance of membership requirements and/or lack of adherence to this policy may result in:

- Notification to organization leadership and corrective action requests
- Review by the TRAC-V Board of Directors
- Possible limitation of voting privileges and/or eligibility for TRAC-V initiatives and funding

IMPLEMENTATION

Policy Adoption: March 27, 2026

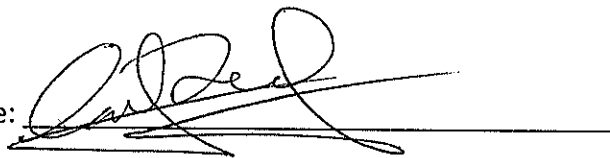
Policy Effective Date: September 1, 2026

TRAC-V BOARD APPROVAL

This policy shall be reviewed periodically and updated as needed to reflect changes in regional needs, technology, and regulatory requirements.

Approved by the TRAC-V Board of Directors on March 27, 2026.

TRAC-V Board Chair Signature:



TRAC-V Executive Director:

