

Effective Date: October 2013
Last Revised: April 2022
Last Reviewed: April 2022

Educational Requirements for Trauma Team Staff

Purpose:

- A. To clearly define the roles, responsibilities and performance improvement activities of the members of the trauma team.
- B. To provide optimal patient care by defining specific responsibilities for each member of the trauma team.
- C. To define educational requirements for each unit caring for trauma patients and outline monitoring/reporting requirements.

Guidelines:

- A. Registered nurses and ancillary personnel caring for trauma patients have required hours of continuing education (CE) addressing care of the trauma patient. (See Attachment A)
- B. STCICU and ICU Resource Team Nurses
 - a. Must take the Trauma ICU Skills Course within six (6) months of hire.
 - i. If a new hire is currently certified in ATCN, TNS, or TCRN, they are exempt from the ICU Trauma Course
 - 1. TNCC certification does not exempt one from the ICU Trauma Course
 - b. Within the second year of hire, nurses must successfully complete the ATCN course and remain current thereafter.
 - i. If an RN is TCRN certified and maintains said certification, the ATCN requirement is waived
 - ii. If an ICU RN is currently certified in TNCC, successful completion of the ATCN course prior to the expiration of their TNCC certification is required
 - c. Attend annual ICU Competency Day if provided and/or complete any assigned trauma web in-services
 - d. Must complete four (4) hours of adult trauma-related CE per year
 - e. RNs caring for pediatric patients must complete four (4) hours of pediatric trauma-related CE per year in addition to four (4) hours of adult trauma-related education
 - f. Certifications must remain current. "Grace periods" are not allowed
- C. ONTCC, SMCC and Resource Team Nurses
 - a. Nurses who care for trauma patients must take the Trauma Services Med/Surg courses as assigned within six (6) months of hire
 - b. Must complete four (4) hours of adult trauma-related CE per year

D. Emergency Department

a. Nurses

- i. Required to have TNS, TNCC, or ATCN within one (1) year of hire
- ii. To fulfill our Illinois Level II Adult and Pediatric Trauma Center requirements, each shift must be staffed by one (1) Trauma Nurse Specialist (TNS) nurse
 1. The TNS will serve as a resource to the RN caring for the Category I and Category II trauma patients
- iii. Must have four (4) hours of adult trauma-related CE per year
- iv. Must have four (4) hours of pediatric trauma-related CE per year
- v. Must have four (4) hours of geriatric trauma-related CE per year
- vi. Attend annual Skill Competency training

b. Techs

- i. Must have four (4) hours of adult trauma-related CE per year
- ii. Must have four (4) hours of pediatric trauma-related CE per year
- iii. Must have four (4) hours of geriatric trauma-related CE per year
- iv. Attend annual Skill Competency training

E. STCICU, Resource Team, ONTCC, SMCC and ED Managers

- a. Responsible for assigning appropriate NetLearning courses as necessary to meet CE requirements based on information noted above
- b. Maintain education grid and provide to Trauma Program Manager at least two (2) times per year, in March and October, for monitoring of compliance with educational guidelines
- c. Any staff not meeting requirements should have an action plan in place and have disciplinary action according to Hospital P&P 45-19 S "Standards of Employee Conduct and Performance"

F. Ancillary Services

- a. Complete CE as outlined on Attachment A

G. COVID Clause

- a. If staff requirements are not met due to the unavailability of classes and/or courses as a result of the worldwide pandemic, a one (1) year grace period will be allowed
- b. In the event that the ED is unable to staff one (1) TNS RN per shift, any Category I or Category II patient seen in the ED will be cared for by an RN who holds a current nationally recognized trauma nursing certification such as Trauma Certified Registered Nurse (TCRN) or Trauma Nursing Core Course (TNCC).

References:

- ACS COT Resources for the Optimal Care of the Injured Patient (2022), "Charcoal Book"
- Illinois Administrative Code, Joint Commission on Administrative Rules, Section 515
- Illinois Register, Rules of Governmental Agencies, Volume 46, Issue 2

Educational Requirements

Tracked on Fiscal Year (October 1 through September 30)

Department	Requirements
Surgical Trauma Cardiovascular ICU	<ul style="list-style-type: none"> • Complete <i>Trauma ICU Skills Course</i> within first 6 months of hire <ul style="list-style-type: none"> • Exempt if current in ATCN, TNS or TCRN • ATCN during second year of hire and remain current thereafter • Current TCRN exempt from ATCN • Attend ICU Competency Day if available • Timely completion of web in-services as assigned • Complete 4 hours of adult trauma-related CE annually • RNs who care for pediatric trauma patients must complete 4 hours of pediatric trauma-related CE annually
Emergency Department: RN and Techs	<ul style="list-style-type: none"> • RN <i>only</i>: TNCC, TNS, or ATCN within 1 year of hire and remain current thereafter • Annual Skills Day assessment • Complete 4 hours of adult trauma-related CE annually • Complete 4 hours of pediatric trauma-related CE annually • Complete 4 hours of geriatric trauma-related CE annually
ONTCC	<ul style="list-style-type: none"> • Complete <i>Trauma Services Med/Surg</i> course within 6 months of hire • Complete 4 hours of adult trauma-related CE annually
SMCC	<ul style="list-style-type: none"> • Complete <i>Trauma Services Med/Surg</i> course within 6 months of hire • Complete 4 hours of adult trauma-related CE annually
Resource Team	<ul style="list-style-type: none"> • ICU RNs must meet the requirements of STCICU as noted above • Med/Surg RNs must meet the requirements of ONTCC as noted above
Surgery and PACU	<ul style="list-style-type: none"> • Complete 4 hours of assigned trauma education annually
Ancillary Services (i.e. Respiratory Therapy, Radiology, Lab, Blood Bank, Spiritual Care, etc.)	<ul style="list-style-type: none"> • Complete any trauma education as assigned