



North Region EMS System

Policy Section #	Patient Care	
	PC 114	Date 8/2025
Title	Data Collection and Submission: Patient Care Report Requirements	
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Purpose To define patient care run reports and data collection requirements.

- Policy**
1. Each Illinois-licensed transport and non-transport vehicle service provider shall complete a patient care run report for every inter-hospital transport and prehospital emergency call, regardless of the ultimate outcome or disposition of the call.
 - a. Following transfer of care, one patient care report shall be provided (paper or electronic) to the receiving hospital emergency department or health care facility before leaving the facility.
 - i. Pursuant to Sec. 515.310(k), this may either be the completed EHR report or a System approved EMS provider short patient care report (ESO-Quick Summary Report)
 1. ESO-Quick Summary Report) form will require, at a minimum, the following data elements to be left at the receiving facility:
 - a. Name of the patient
 - b. Age
 - c. At least one set of vitals signs
 - d. Chief complaint
 - e. List of current medications
 - f. All treatment rendered
 - g. Date
 - h. Time of patient contact
 2. All non-transport vehicle providers shall document all medical care provided and shall submit the documentation to the EMS System within 24 hours of the end of incident. The EMS System shall review all medical care provided by non-transport vehicles and shall provide a report to the Department upon request.
 3. All transport vehicle providers shall document all medical care provided. The validated EHR shall be either transmitted or dropped off at the receiving hospital within 4 hours when a short form is not provided and 12 hours when a short form is provided.
 - a. The transport vehicle provider shall submit patient care report data to the EMS System.
 - b. When an EMS System is unable to import data from one or more providers, those providers may, with EMS System approval, submit their patient care report data directly to the Department.
 - i. The monthly report shall contain the previous month's patient care report data and shall be submitted to the Department no later than the 15th day of the following month.
 - ii. Data submitters shall correct all data errors reported by the Department within 14 days of the original data submission date.



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References <https://www.ilga.gov/commission/icar/admincode/077/077005150C03500R.html>

Attachment none

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Effective

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