

Purpose

To provide an approved standardized procedure for conducting NCTTRAC-sponsored educational courses with the intent of enhancing knowledge and improving emergency healthcare in Trauma Service Area E (TSA-E) while ensuring compliance with contract and funding requirements as defined by the Texas Department of State Health Services (TX DSHS) and other relevant regulatory agencies.

Course Type and Site

Requests for courses occur through an Unobligated Budget Request. Once that request is submitted through NCTTRAC, it will be referred to the Professional Development Committee as the sponsoring committee for discussion and recommendation/denial of the committee's support before being forwarded to the Finance Committee and then the Board of Directors. As funds are available, approval for courses will be considered on a first come, first served basis as requested by the Course Coordinator or requesting entity. Emphasis is placed on facilitating educational activities for emergency healthcare providers practicing in setting where needed educational programs are difficult to access or are cost-prohibitive to the provider or organization. Expenses may not include food or other items not allowable under the NCTTRAC and Texas DSHS contract guidelines. Sponsored course types and locations within the zone will be posted on the NCTTRAC website.