

	Department Name Address	ALS	Paramedic
		Revision #	
		Implementation Date	
Protocol	1.0.1 Documentation – All Levels	Last Reviewed/Update Date	
Author / Owner		Medical Director	

A Patient Care Report (PCR) or run report is an official record of an event and your response to that event. All requests for service including stand-byes, no-transport, and cancelled calls must have PCR generated. The information should contain only a record of the facts concerning the call. It is your report to the receiving hospital and your medical director describing the event and treatments delivered in the pre-hospital environment. Each PCR should include the following information:

1. Date and times. Times must be accurate and taken from the recorded times at the dispatching agency if possible.
2. History. May include details given by the patient or bystanders. Put direct statements in quotation marks and identify who made the statements.
3. Observations and physical examination. Details that you have observed concerning the pertinent surroundings and exam findings. Include pertinent negatives, for example, any part of the body that you examine and find to be normal.
4. Treatment. Document all treatments rendered and any changes due to treatments. Be detailed and precise.
5. Changes. Note any changes in the patient's status while under your care.
6. Receiving medical staff. Note the names and titles of the person taking over care of your patient upon arrival to the facility or transfer of care to another ambulance crew.

Medical Director's Signature

Date

Disclaimer:

The protocols have been developed by the North Dakota Department of Health are meant to be used as general guidance for developing protocols for individual emergency medical services agencies. These sample protocols are not meant to be medical or legal advice; nor do they establish standards of care. Each emergency medical services agency must tailor protocols based on their specific needs or capabilities. Local medical directors must be consulted with and approve any protocol(s) prior to becoming operational in an emergency medical services agency. The North Dakota Department of Health make no representation on the accuracy of information contained herein and accepts no liability for any loss or damage arising from any content error or omission.