



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
Bureau for Public Health  
Office of Emergency Medical Services


Bill J. Crouch  
Cabinet Secretary

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Commissioner & State Health Officer

## MEMORANDUM

DATE: October 22, 2019

TO: EMS Agency Officials

FROM: Robert "Bob" Brankline, BS, NRP  
Director 

RE: Electronic Patient Care Record (EPCR)  
Mandatory Minimum Data Set

The Medical Policy Care Committee on October 18, 2019 endorsed the following Minimum Data Set previously developed by the Office of Emergency Medical Services in 2009. This list specifies the MINIMUM list of information that must be left with the receiving facility in a written format prior to the EMS attendant's departure. This MINIMUM set of data must include:

- Agency name and name of care providers
- Patient's name
- Chief complaint and history of the chief complaint
- Vital signs, level of consciousness and pertinent physical findings.
- Pertinent past medical history, medications and allergies.
- Treatment rendered.

This list does not prevent you from leaving additional information – this list is the MINIMUM information that must be left. There is currently no mandatory format.

Thank you for your continued commitment to providing quality patient care.