

### Checklist for TQIP

- Check with your trauma registry vendor to confirm that you have fully implemented the current version of the [ACS National Trauma Data Standard: Data Dictionary](#).
- Discuss TQIP participation with your registry vendor to be sure your registry is ready for TQIP participation.
- Submit a completed [ACS TQP Application](#).
- Complete the required fields in the “Site Profile” section of the [ACS Quality Portal](#).
- Ensure your hospital has signed a [Business Associate and Data Use Agreement \(BA/DUA\)](#) with The American College of Surgeons. If your center currently submits to the NTDB you should already have a BA/DUA on file.
- Execute a TQIP Hospital Participation Agreement (*this will be sent after you submit an ACS TQP Application*).
- Pay the annual Participation fee (*invoice will be sent after you submit an ACS TQP Application*).
- Visit the [TQIP website](#) for more information about program deliverables and expectations.

### Checklist for ACS Verification (VRC)

- Ensure your hospital has signed a [Business Associate and Data Use Agreement \(BA/DUA\)](#) with The American College of Surgeons. If your center currently submits to the NTDB or TQIP you should already have a BA/DUA on file.
- Make sure your trauma center participates in TQIP or another risk-adjusted benchmarking program.
- If you currently participate in TQIP or another risk-adjusted benchmarking program, submit a program change application through the [ACS Quality Portal](#).
- Submit a completed site visit application through the [ACS Quality Portal](#) 13-14 months prior to your preferred visit timeframe or current anniversary date.
- Complete the required fields in the “Site Profile” section of the [ACS Quality Portal](#).
- If you are pursuing Level I Trauma Center Verification, complete the OTL form and return it to the VRC office with a copy of the OTL’s curriculum vitae.
- Pay the annual Participation fee.
- Visit the [VRC website](#) for more information about the site visit process, standards, and FAQs. \*Please note: the VRC team will follow up with you to confirm your site visit dates. Site visit dates are typically confirmed about 90-days prior to your site visit, once the review team has been secured.

## Checklist for Annual Call for Data

- Check with your trauma registry vendor to confirm that you have fully implemented the current version of the [ACS National Trauma Data Standard: Data Dictionary](#).
- Discuss Annual Call for Data participation with your registry vendor to be sure your registry is ready for participation.
- Submit a completed [ACS TQP Application](#).
- Complete the required fields in the “Site Profile” section of the [ACS Quality Portal](#).
- Ensure your hospital has signed a [Business Associate and Data Use Agreement \(BA/DUA\)](#) with The American College of Surgeons.
- Pay the annual Participation fee.
- Visit the [Annual Call for Data website](#) for more information about program deliverables and expectations.

If you have any questions about TQP enrollment, please contact us at [traumaquality@facs.org](mailto:traumaquality@facs.org)

If you have specific questions related to the VRC process or PRQ, please email [cotvrc@facs.org](mailto:cotvrc@facs.org)