

**STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH (CT DPH)**

**PRIMARY STROKE CENTER (PSC) DESIGNATION
APPLICATION PROCESS AND INSTRUCTIONS**

The sections below outline the application process. Any questions concerning the application process should be referred to CT DPH Contact Person.*

Section 1. *Submission of application forms and required documentation to support the minimum criteria for Primary Stroke Center (PSC) designation (Attachments B-D).*

Required application components:

Attachment B – Applicant contact information.

Attachment C – Signed Certification of Information by Chief Executive Officer.

Attachment D – Primary Stroke Center Designation Criteria – Required documentation is outlined in Attachment D. Included in the required documentation should be **four months of stroke data** that illustrates your ability to meet established stroke performance measures and evaluation benchmarks. See Element 6 and Element 8.

Submission of an original application to the CT DPH by the applicant (CT DPH contact information is listed in Attachment B).

The CT DPH will notify the Institutional Contact Person listed on the Applicant Information form via e-mail that the application was received (Attachment B).

Section 2. *Notification of the status of the application review and scheduling a site visit:*

- a) Applicants will be notified via e-mail of the completion of the review process within 6-8 weeks from the time of receipt of the application by CT DPH.
- b) The CT DPH staff will contact the Applicant to schedule a site visit to complete the assessment of the applicant's capacity to meet the PSC designation criteria upon completion of the application review. The site visit serves to corroborate the applicant's documentation and may also provide clarification of any issues related to the documents submitted by the applicant.

Attachment A

Section 3. *Notification to the applicant of PSC designation status:*

- a) Applicants will be notified of the status of their application no later than twelve (12) weeks from the initial submission of application to the DPH.
- b) Applicants who do not receive PSC designation may reapply once identified action items noted in denial notification have been addressed.

* CT DPH Contact Person:

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