

POLICY:	ASSOCIATE HOSPITAL EMERGENCY MEDICAL SERVICES COORDINATOR – 300.38		
APPROVAL:	VICE PRESIDENT OF PROFESSIONAL SERVICES; MANAGER OF EMS;		
EFFECTIVE DATE: 9/1/2016	CURRENT REVIEW/REVISION DATE: 8/16	SUPERSEDES: N/A	ORIGINAL EFFECTIVE DATE: 08/16
DEPARTMENT SPECIFIC		EMERGENCY MANAGEMENT SYSTEM	

I. PURPOSE:

To provide a liaison to the Resource Hospital and the Emergency Medical Services (EMS) System at the Associate Hospital level.

II. POLICY:

The Associate Emergency Medical Services Coordinator will be a licensed registered professional nurse or Paramedic in the State of Illinois employed by the Associate Hospital. This individual must demonstrate a high degree of competence in critical and emergency care.

III. RESPONSIBILITIES:

A. Administration

1. Act as liaison for the Associate Hospital to all EMS System participants.
2. Reports any suspicious criminal activity or medical/legal activities involving Morris Hospital EMS System Providers to Morris Hospital EMS System Coordinator and EMS Medical Director as soon as possible.
3. Implements and monitors a system to maintain and control replacement of supplies used by provider agencies.
4. Works closely with all pre-hospital providers who participate in the EMS System to meet their needs for Medical Control and evaluation.
5. Provides feedback and follow up on patients to the pre-hospital providers within the limits of patient confidentiality.
6. Provides feedback and follow up to pre-hospital providers regarding regulations and System guidelines.
7. Represents Associate Hospital at System meetings:
 - a. System Provider Coordinator
 - b. EMS Hospital Coordinator
 - c. System Chief/Chief Executive Officer
 - d. Associate Hospital
 - e. Special functions as needed
8. Assists in special projects as deemed appropriate.
 - a. Works closely with the EMS System Coordinator or designates in all areas of the Morris Hospital EMS System.

B. Quality Assurance

1. Assists in the evaluation of emergency medical services rendered to maintain the prescribed system standards for patient care as provided by their Associate Hospital staff.

