MORRIS HOSPITAL & HEALTHCARE CENTERS

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POLICY:	EMERGENCY MEDICAL SERVICES SYSTEM COORDINATOR – 300.37		
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 identify the responsibilities of the Morris Hospital Emergency Medical Services (EMS) System Coordinator.

II. RESPONSIBILITIES:

The Morris Hospital EMS System Coordinator is responsible for planning, managing and evaluating the pre-hospital care provided by EMS personnel functioning in the Morris Hospital EMS System, as well as their educational process for competency and licensure/certification. These responsibilities are discharged in collaboration with the EMS Medical Director. The EMS System Coordinator is responsible for coordinating the education, training, and continuous quality improvement of all the EMS System participants.

A. Monitors pre-hospital providers on municipal and private provider departments regarding medical performance within the Morris Hospital EMS System.
B. Responsible for the overall functioning of the Morris Hospital EMS System.
C. Responsible for the maintenance of continuing education in the Morris Hospital EMS System.
D. Assures the monitoring of quality control within the System.
E. Coordinates the data collection in the Morris Hospital EMS System.
F. Functions as liaison between Resource/Associate Hospitals.
G. Makes recommendations to the State for licensure, relicensure, and suspension of the license of pre-hospital providers in collaboration with the EMS Medical Director.
H. Coordinates the development and implementation of written and practical examinations/quizzes for pre-hospital providers.
I. Assembles System Review Board as deemed necessary in compliance with the Illinois Department of Public Health Rules and Regulations.
J. Represents the Resource Hospital in programs concerning the EMS System as necessary to public and other outside agencies.
K. Attends local, state, and federal meetings regarding guidelines, grants, or any other decision-making areas that affect the functioning of the Morris Hospital EMS System.
L. Assists the EMS Medical Director in upholding and administering System Policies within the Morris Hospital EMS System.
M. Promotes Morris Hospital's mission and values.
N. Assists in disaster planning and management.
O. Assures the administration of the Morris Hospital EMS System EMS educational programs and courses.

Approval:

Thomas J. Dohm **Date**
VP of Professional Services

Robin Stortz, RN **Date**
Manager of EMS