



<b>POLICY:</b>	<b>NOTIFICATION TO THE EMERGENCY MEDICAL SERVICES (EMS) SYSTEM OF A PROVIDERS FELONY CONVICTION</b>		
<b>APPROVAL:</b>	<b>VICE PRESIDENT OF PROFESSIONAL SERVICES; MANAGER OF EMERGENCY MEDICAL SERVICES</b>		
<b>EFFECTIVE DATE: 7/2/2018</b>	<b>CURRENT REVIEW/REVISION DATE: 6/18</b>	<b>SUPERSEDES: N/A</b>	<b>ORIGINAL EFFECTIVE DATE: 7/2/18</b>
<b>DEPARTMENT SPECIFIC</b>			<b>EMS</b>

**I. Purpose:**

To assure proper notification to the EMS system of a provider’s felony conviction.

**II. Policy:**

- A. Applicants and licensees convicted of an Illinois *Class X, Class 1 or Class 2 felony or an out-of-state equivalent offense* shall be subject to adverse licensure actions under Section 3.50(d)(8) of the EMS Act.
- B. All applicants for any license or certification shall fully disclose any and all felony convictions in writing to the System and Illinois Department of Public Health (IDPH) at the time of initial application or renewal. Failure to disclose felony convictions shall be grounds for license denial or revocation under Section 515.430.
- C. All licensees, certificate, and permit holders under the Act shall report all new felony convictions to IDPH within seven days after conviction. Convictions shall be reported by means of a letter to IDPH.
- D. For applicants with a *Class X, Class 1 or Class 2 felony or an out-of-state equivalent offense* (Section 3.50(d) of the Act), IDPH shall have the authority to require that the applicant sign an authorization permitting IDPH to obtain a criminal history report from the Illinois State Police or other law enforcement agency at the applicant's cost. The failure or refusal of any felony applicant to provide the authorization and fee required by the applicable law enforcement agency shall be grounds for denial of licensure, including renewal.
- E. In deciding whether to issue any license to a person with a felony conviction under Section 3.50(d) of the Act, IDPH shall consider the degree to which the applicant's criminal history suggests that the applicant may present a risk to patients. Factors to be considered shall include, but not be limited to:
  - 1. The length of time since the conviction and the severity of the penalty imposed;
  - 2. Whether the conviction involved theft, deception or infliction of intentional, unjustified harm to others;
  - 3. Whether there is repeat or multiple convictions or whether the convictions suggest a particular pattern of overall disregard for the safety or property of others;
  - 4. Whether the conviction suggests a propensity that may pose a threat to the public in stressful situations commonly confronted by EMS providers and First Responders;
  - 5. The degree to which the applicant provided full, complete and accurate information upon written request of IDPH; and,
  - 6. Other unusual facts and circumstances that strongly suggest that the applicant should not be granted a license.

- F. IDPH may request, and the applicant shall provide, all additional information relevant to the applicant's history and the factors listed in Section E of this policy. IDPH shall deny any application when the applicant fails or refuses to provide additional relevant information requested by IDPH, including, but not limited to, providing the written authorization and fee for a police criminal background check.
- G. All departments shall notify the Morris Hospital EMS System Coordinator within 72 hours of any felony conviction in the court of law against one of its member's.

**Approval:**

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**Thomas J. Dohm** **Date**  
**Vice President of Professional Services**

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**Robin Stortz, MSN, RN** **Date**  
**EMS & Emergency Management Manager**