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<b>POLICY:</b>	<b>PRE-HOSPITAL PROVIDER DISPOSABLE SUPPLIES EXCHANGE – 300.34</b>		
<b>APPROVAL:</b>	VICE PRESIDENT OF PROFESSIONAL SERVICES; MANAGER OF EMS;		
<b>EFFECTIVE DATE: 9/1/2016</b>	<b>CURRENT REVIEW/REVISION DATE: 8/16</b>	<b>SUPERSEDES: N/A</b>	<b>ORIGINAL EFFECTIVE DATE: 08/16</b>
<b>DEPARTMENT SPECIFIC</b>		<b>EMERGENCY MANAGEMENT SYSTEM</b>	

**I. Purpose:**

To provide a mechanism for an expedient and financially equitable means for pre-hospital providers to exchange supplies through the Morris Hospital Emergency Medical Services (EMS) System.

**II. Policy:**

**A. Supplies Utilized in Patient Care**

1. All supplies utilized in pre-hospital patient care will be exchanged on a 1:1 basis. An Patient Care Report is required to replace or exchange any drugs or equipment.
2. Exchanges for supplies are completed in the Emergency Department. The following information is required:
  - a. Pre-hospital provider
  - b. Completed Patient Care Report
  - c. Type and amount of supplies used

**B. Refusal of Service**

1. When there are supplies used for pre-hospital care of a patient and the patient is a documented refusal of service, the following procedures must be followed:
  - a. Submit an EMS Supply form to the Resource Hospital indicating the supplies used.
  - b. Supplies may be exchanged on a 1:1 basis in the Emergency Department

**Approval:**

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

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