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<b>POLICY:</b>	<b>REQUIREMENTS OF COMMUNITY COMMITMENT – 300.2</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 delineate requirements of participating providers in the Morris Hospital Emergency Medical Services (EMS) System.

**II. Policy:**

Providers desiring to establish a life support service, whether Emergency Medical Responder Services, Advanced, Intermediate or Basic, must follow guidelines prescribed by the Illinois Department of Public Health (“Department”) Division of Emergency Medical Services and the Morris Hospital Emergency Medical Services System. These guidelines are incorporated in the letter of commitment or provider System application included in the Morris Hospital EMS System Plan.

**III. Guidelines:**

**A.** A letter of commitment from each ambulance provider will include the following:

1. For each EMS vehicle participating within the System:
  - a. The year, model, make and vehicle identification number
  - b. The license plate number
  - c. The Department license number
  - d. The base location address
  - e. The level of service (advanced or basic)
2. A description of its role as documented in the System commitment papers in providing emergency medical services, advanced life support, intermediate life support, or basic life support, and patient transport services within the System.
3. Definitions of the primary, secondary and outlying areas of response for each EMS vehicle used within the System.
4. A map or maps indicating the base locations of each EMS vehicle, and of the primary, secondary and outlying areas of response for each EMS vehicle used within the System.
5. A commitment to optimum response times of up to six minutes in primary coverage areas, six to 15 minutes in secondary coverage areas, and 15 to 20 minutes in outlying coverage areas.
6. A commitment to 24-hour coverage.
7. A commitment that within one year after Department approval of the EMS System, each ambulance at the scene of an emergency and during transport of emergency patients to and

between hospitals will be staffed in accordance with the requirements of 77 Ill. Adm. Code § 515.830(g).

8. Copies of written mutual aid agreements with other providers, and/or a description of the provider's own backup system which details how adequate coverage will be ensured when an EMS vehicle is responding to a call and a simultaneous call is received for service within that vehicle's coverage area.
9. A statement that emergency services which an EMS vehicle is authorized to provide shall not be denied on the basis of the patient's inability to pay for such services.
10. An agreement to file an appropriate System-approved Ambulance Run Report for each emergency call as required by the System.
11. An agreement to notify the EMS Medical Director or designee of any changes in personnel.
12. A copy of its current FCC license(s). Each provider is responsible for maintaining their Medical Emergency Radio Communications for Illinois (MERC) license.
13. A description of the mechanism and specific procedures used to access and dispatch the EMS vehicles within their respective services areas.
14. A list of all personnel providing pre-hospital care, their license numbers, expiration dates and levels of licensure (EMR, EMT (all levels), PHRN or physician status).
15. A commitment that the EMS system will be notified immediately regarding any arrest, pending conviction or conviction in regards to possession, use, or sale of drugs, controlled substances, narcotics or any other types of criminal activities by the personnel providing services
16. An agreement to allow Illinois Department of Public Health access to all records, equipment and vehicles relating to the System during any Department inspection, investigation, or site survey.
17. Provide proof and documentation of Certificate of Liability Insurance
18. An agreement to allow the EMS Medical Director or designee access to all records, equipment, and vehicles relating to the System during any inspection or investigation by the EMS Medical Director or designee to determine compliance with the System Plan.
19. Documentation that its communication capabilities meet the requirements of 77 Ill. Adm. Code § 515.410.
20. Documentation that each EMS vehicle meets design, equipment, and extrication criteria as provided in 77 Ill. Adm. Code § 515.830(a)-(b).

21. An agreement that the community agency providing life support services petition and sign a waiver for all equipment and/or drugs to be used in addition to or deleted from the System requirements.
  
22. An agreement to participate in the Morris Hospital EMS System educational programs or courses in any or all of the following:
  - a. Emergency Medical Responder (EMR), Emergency Medical Technician (EMT), Paramedic and Emergency Communications Registered Nurse (ECRN) student ambulance ride time
  - b. EMT and Paramedic student clinical site/paramedic student field internship
  - c. Other field related clinical experiences as requested by the EMS Medical Director/EMS Manager

**Approval:**

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

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