

POLICY:	500.08 AMBULANCE INSPECTIONS		
APPROVAL:	VICE PRESIDENT OF PROFESSIONAL SERVICES; MANAGER OF EMS;		
EFFECTIVE DATE: 2/16/2024			ORIGINAL EFFECTIVE DATE: 08/16
DEPARTMENT SPECIFIC		EMERGENCY MEDICAL SERVICES	

## I. Purpose:

As a means of quality assurance, the Morris Hospital Emergency Medical Services (EMS) System staff will periodically conduct inspection visits for each department.

## II. Policy:

- **A.** An inspection may be conducted by any member of the Morris Hospital EMS System staff and will include the following criteria:
  - **1. Medications:** Minimum number, standard packaging, required doses, and expiration dates.
  - **2. Equipment:** Minimum recommended equipment in working order.
  - **3.** Knowledge of on duty licensed pre-hospital provider regarding location of equipment and drugs, use of equipment and drugs, and System policies and procedures.
  - **4.** Vehicle compliance as per Illinois Department of Public Health standards set forth in 77 Ill. Adm. Code § 515.830(k): An ambulance inspection form approved by the Illinois Department of Public Health will be completed for every inspection. A copy will be placed in the EMS System office files.
- **B.** Ambulance inspections will occur for the following reasons:
  - 1. Any time a new response vehicle is placed in service in the EMS System
  - 2. Anytime a reserve unit is placed in active service for more than 10 days
  - **3.** Anytime an Agency uses another Agencies apparatus for an EMS Response Vehicle for more than 10 days
  - **4.** Anytime a formal complaint about an apparatus or Agencies response has been received by IDPH

## III. Procedure

A. IDPH requires an inspection be done each calendar year (Transport and Non Transport)

## **B.** Transport Vehicles

- 1. If the EMS Agency has no violations of IDPH Administrative Code Section 515.830 Ambulance Licensing Requirements that threaten the health of safety of patients or the public for the previous five years and has no substantiated complaints against it, IDPH will inspect the EMS Agencies' ambulances in alternate years.
- 2. The Agency then with the IDPH's prior approval, will self-inspect its ambulances in the other years using the IDPH Inspection Form and turn them into the IDPH Region 7 EMS Inspector

- C. Non Transport Vehicles (including EMS Gators and Golf Carts)
  - 1. Initial inspection will be done by the IDPH EMS Region 7 EMS Inspector
  - **2.** Future annual inspections will be done by the EMS Agency and copies of the Inspection Form will be forwarded to the IDPH EMS Region 7 EMS Inspector
  - 3. When an EMS Response Vehicle is taken out of service to be sold, IDPH will need to inspect the replacement apparatus with the equipment in place prior to that apparatus responding to EMS calls. If the Agency is downgrading the number of response vehicles, any medications should be turned in to the EMS System Office within 24 hours of the apparatus being pulled from service.

Approval:		
James Kirchner	Date	
Vice President of Professio	nal Services	
Kathleen Geiger MSN, RN	Date	
Manager of EMS & Emerg	gency Management	