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POLICY:	500.12 NEW EMS AGENCY PROPOSAL		
APPROVAL:	VICE PRESIDENT OF PROFESSIONAL SERVICES; MANAGER OF EMS;		
EFFECTIVE DATE: 2/16/2024			ORIGINAL EFFECTIVE DATE: 9/2022
DEPARTMENT SPECIFIC		EMERGENCY MEDICAL SERVICES	

I. Purpose:

To guide prospective Agency Coordinators and Chiefs on the process of entering the Morris Hospital EMS System

II. Policy:

The following policy and procedure has been designed for prospective EMS provider agencies requesting entrance and affiliation with the Morris Hospital EMS System to operate and function at an EMR, BLS, ILS, ALS or CCT level of prehospital care.

- A.** In order to obtain approval for System affiliation by IDPH, the requesting Vehicle Service Provider agency shall be within the geographic area of the System and must submit an initial EMS System Proposal application. The proposal will include all items listed in section 515.800 and 515.810 of the IDPH EMS Administrative Code.
- B.** Before entering into this long-range service commitment, the System requires that the prospective EMS provider agency and the community realize the implications of such commitments and review the System’s policies.
- C.** All MHEMSS policies must be adhered to including the use of an electronic data collection program. The format to be followed for the initial EMS System proposal application process of the prospective EMR, BLS, ILS, ALS or CCT provider agency is the IDPH EMS Provider System Application form. All application forms are available by request from the Morris Hospital EMS System office Operations Specialist or Manager. The System will review the completed application and if approved, submit the application to IDPH for approval. An agency will not function under MHEMSS until IDPH approved.

[Illinois EMS Administrative Code](#)

Approval:

James Kirchner **Date**
Vice President of Professional Services

Kathleen Geiger MSN, RN **Date**
Manager of EMS & Emergency Management