

DEPARTMENT OF HEALTH & SOCIAL SERVICES

Public Health Division

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POLICY MEMORANDUM 1705

Implementation Date: May 11, 2006

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REVIEWED/APPROVED BY:

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BRYN MUMMA, MD, MAS, EMS AGENCY MEDICAL DIRECTOR



TED SELBY, EMS AGENCY ADMINISTRATOR

SUBJECT: PROVIDER AGENCY MEDICAL DIRECTOR REQUIREMENTS & RESPONSIBILITIES

AUTHORITY: California Health and Safety Code, Division 2.5, Chapter 4, Article 1, Section 1797.202

PURPOSE:

To define the requirements and responsibilities of an Advanced Life Support (ALS) Provider Medical Director employed with a Solano County Emergency Medical Services (EMS) ALS Provider.

I. OVERVIEW

Each authorized ALS Provider in Solano County is required to have a Provider Medical Director at all times. Provider Medical Directors are physicians designated by and under contract with local ALS Providers authorized to provide ALS services in Solano County. The Provider Medical Director will advise and coordinate medical aspects of field care undertaken by that ALS Provider in accordance with the policies and procedures of the Solano County EMS Agency. The Solano County EMS Agency requires Provider Medical Directors to meet the requirements outlined below, or be approved by the Solano County EMS Agency Medical Director, if individuals meeting these qualifications are not available.

II. PROVIDER MEDICAL DIRECTOR QUALIFICATIONS

In order to qualify as a Provider Medical Director, the following requirements will be met:

- A. Currently licensed as a Medical Doctor by the Medical Board of California or Doctor of Osteopathic Medicine by the Osteopathic Medical Board of California;
- B. Board certification of the American Board of Emergency Medicine or American Osteopathic Board of Emergency Medicine;
- C. Substantially experienced in the practice of emergency medicine;
- D. Attend an EMS Agency Orientation;
- E. Be familiar with policies, procedures, and protocols of the Solano County EMS Agency.

III. PROVIDER MEDICAL DIRECTOR ROLES & RESPONSIBILITIES

- A. Provider Medical Directors will provide ALS program oversight by:
 - 1. Assisting the ALS Provider Agency with planning and evaluating the delivery of prehospital medical care by Emergency Medical Technicians (EMT) and Paramedics (EMT-P), reviewing and approving the medical content of all EMS training performed by the ALS Provider Agency and ensuring compliance with continuing education (CE) requirements set forth by California State EMS Authority regulations and Solano County EMS Agency Policy.
 - 2. Reviewing the medical components of the ALS Provider Agency's dispatch system.
 - 3. Assisting in the development of procedures to optimize patient care.
 - 4. Reviewing and recommending to the EMS Agency Medical Director any new medical devices, techniques, or practices under consideration and ensure compliance with State and local regulation and policy.
 - 5. Evaluating compliance with legal documentation requirements of patient care.
 - 6. Participating in direct observation of field responses as needed (ride-a-long, etc).
 - 7. Actively participating on Physicians' Forum and appropriate EMS

8. Completing Drug Enforcement Agency (DEA) licensing and required ordering forms necessary to obtain and prescribe controlled substances for use by the ALS Provider in accordance with Solano County EMS protocols.
- B. Provider Medical Directors will provide audit and evaluation of patient care by:
1. Assisting the ALS Provider in the development and implementation of a Continuous Quality Improvement/Quality Assurance (CQI/CQA) program to ensure the provision of quality patient care.
 2. Evaluating adherence of the ALS Provider medical personnel to the policies, procedures and protocols of the Solano County EMS Agency.
 3. Coordinating delivery and evaluation of patient care with base and receiving hospitals and specialty care centers.
- C. Provider Medical Directors will provide investigation of medical care issues by:
1. Reviewing incidents of unusual or adverse patient outcomes, inadequate performance of EMS personnel, and complaints related to the delivery of medical care.
 2. Evaluating medical performance, gathering appropriate facts, and, when appropriate, forwarding those findings in writing to the Solano County EMS Agency Medical Director for possible certification/licensure disciplinary action.