# Central DuPage Emergency Medical Services System

# **Role of EMS Medical Director (EMSMD)**

INTRODUCTION AND	EMS MEDICAL DIRECTOR:
APPROVAL: <u>3/90</u>	
REVIEW & APPROVAL:	EMSS COORDINATOR:
6/92, 6/95	
REVISION & APPROVAL: <u>12/97, 8/08</u>	<del></del>

## **PURPOSE:**

To define the scope, qualifications, and roles and responsibilities of the EMS Medical Director (EMSMD).

### **POLICY:**

The Resource Hospital shall appoint an EMS Medical Director (EMSMD). For an ILS or ALS level EMS System the EMSMD shall be a physician licensed to practice medicine in all of its branches in Illinois, and certified by the American Board of Emergency Medicine or the American Board of Osteopathic Emergency Medicine, and for a BLS level EMS System the EMSMD shall be a physician licensed to practice medicine in all of its branches in Illinois, with regular and frequent involvement in pre-hospital emergency medical services.

### SCOPE:

- I. The EMS Medical Director shall:
  - A. Have experience on an EMS vehicle at the highest level available within the System, or make provision to gain such experience within 12 months prior to the date responsibility for the System is assumed or within 90 days after assuming the position.
  - B. Be thoroughly knowledgeable of all skills included in the scope of practices of all levels of EMS personnel within the System.
  - C. Have or make provision to gain experience instructing students at a level similar to that of the levels of EMS personnel within the System.
- II. The EMS Medical Director for an ILS or ALS level System who is appointed shall submit to the Department proof of completion of a Department-approved EMS Medical Director's Course within six months after his or her date of appointment.
  - A. The following courses are approved by the Department:

- American College of Emergency Physicians (ACEP) Principles of EMS Systems - A Course for Medical Directors.
- 2) Base Station Course National Association of Emergency Medical Services Physicians (NAEMSP).
- B. The Department shall review requests for approval of other courses upon submission of the curriculum, along with the name, address and telephone number of the person or entity conducting the course. The Department shall approve the course if it meets the following criteria:
  - The course objectives are the same as the courses recommended in subsection (b) above; and
  - 2) The course is taught by Board Certified emergency department physicians.
- III. Responsibilities of the EMS Medical Director:
  - A. Be responsible for the ongoing education of all System personnel, including coordinating didactic and clinical experience.
  - B. Develop written standing orders (treatment protocols, standard operating procedures) to be used in the EMSMD's absence and certify that all involved personnel will be knowledgeable in emergency care and capable of providing treatment and using communications equipment once the program is operational.
  - C. Be responsible for supervising all personnel participating within the System, as described in the System Program Plan.
  - D. Develop or approve one or more ambulance emergency run reports (run sheets) covering all types of ambulance runs performed by System ambulance providers;
  - E. Ensure that IDPH has access to all records, equipment and vehicles under the authority of the EMSMD during any Department inspection, investigation or site survey.
  - F. Notify IDPH of any changes in personnel providing pre-hospital care in accordance with the EMS System Program Plan approved by IDPH.
  - G. Be responsible for the total management of the System, including the enforcement of compliance with the System Program Plan by all participants within the System.
  - H. Ensure that a copy of the application for renewal (a form supplied by (IDPH) is provided to every EMT-B, EMT-I or EMT-P within the System who has not been recommended for relicensure by the EMS Medical Director.