Central DuPage Emergency Medical Services system

Role of EMS System Coordinator

INTRODUCTION AND APPROVAL: 3/90	EMS MEDICAL DIRECTOR: _____
REVIEW & APPROVAL: 6/92, 6/95	EMSS COORDINATOR: _____
REVISION & APPROVAL: 12/97, 1/09	

PURPOSE:

To define the role, scope, and responsibilities of the EMS Coordinator.

POLICY:

The Resource Hospital shall appoint a full-time EMS System Coordinator, who shall be responsible for coordinating the educational and functional aspects of the System. He or she shall be a Registered Professional Nurse or EMT-P licensed in the State of Illinois, and meet at least the following qualifications:

1. Be trained and knowledgeable in dysrhythmia identification and treatment.

2. Have a diverse background in critical care, and

3. Within one year after being appointed, complete in-field observation and/or participation on at least 10 ambulance runs at the highest level of service provided by the System.

SCOPE:

Exercise authority as outlined in the IDPH Administrative Rules and Regulations Sec 515, and as directed by EMS Medical Director or EMS Administrative Director.

RESPONSIBILITIES:

- Supervision of clinical, didactic and field experience training.
- Provides feedback to field personnel and ED staff on prehospital care issues.
- Supervises data collection activities.
- Operates EMS program in compliance with State of Illinois Rules and Regulations 515.330 Section
- Oversees site visits to ambulance providers to insure compliance with the EMS Act.
- Oversees Quality Improvement Program for EMS.
- Initiates corrective action for problems identified in the CDEMSS.
- Oversees ECRN course and certification exam.
- Conducts EMS Council meetings.
- Oversees licensure and relicensure of CDEMSS EMT's.
- Oversees Physician and ECRN education.
- Member of EMS Region 8 Medical Director's Committee
- Member of EMS Region 8 Advisory Board