


Sierra – Sacramento Valley EMS Agency Program Policy			
Prehospital Provider Agency Unit Inspections			
	Effective: 06/01/2016	Next Review: 03/2019	705
	Approval: Troy M. Falck, MD – Medical Director		SIGNATURE ON FILE
	Approval: Victoria Pinette – Executive Director		SIGNATURE ON FILE

PURPOSE:

To establish guidelines for conducting annual and periodic (unannounced) unit inspections that ensure prehospital providers remain in compliance with the S-SV EMS Prehospital Provider Agency Inventory Requirements policy (701).

AUTHORITY:

- A. California Health and Safety Code, Division 2.5, § 1797.204, 1797.220.
- B. California Code of Regulations, Title 22, Division 9.
- C. California Vehicle Code, § 2418.5.
- D. California Highway Patrol Ambulance Driver’s Handbook 82.4, Title 13.

POLICY:

S-SV EMS representatives will conduct inspections of BLS/LALS/ALS transport and LALS/ALS non-transport provider vehicles within the S-SV EMS region. The inspections will occur once a year as scheduled or any time without prior notice.

PROCEDURE:

- A. Annual Inspections:
 - 1. An authorized S-SV EMS representative will contact the prehospital provider agency to schedule annual inspections.
 - 2. The annual inspection will consist of a complete examination of S-SV EMS required inventory, including a random visual inspection of expiration dates on medications and supplies.
 - 3. The inspection will also include operation of all required equipment, including a test of the med net radio.

4. The S-SV EMS authorized representative will also examine the unit's controlled substances and written records of controlled substance inventory/administration, if applicable, for compliance with S-SV EMS Management of Controlled Substances Policy (710).

B. Unannounced Inspections:

1. When conducting an unannounced inspection, the S-SV EMS representative will notify a crew member on the unit to be inspected of the intent to conduct an inspection.
2. The unit will not be removed from service; however, their dispatch will be notified of the inspection.
3. In the event an emergency call comes in and it is necessary for the unit to respond, the inspection will be discontinued.
4. When conducting the inspection the S-SV EMS representative will inspect the unit's required equipment and supplies (including expiration dates) to ensure compliance with the S-SV EMS policies.

C. General Information:

1. In the event the S-SV EMS representative determines there is a deficiency with equipment or supplies; the representative may advise the supervisor of the unit that there is a deficiency and give them the opportunity to correct the deficiency immediately. If the supervisor cannot correct the deficiency and the S-SV EMS representative feels the deficiency may compromise patient care, the unit may be removed from service until corrections are made.
2. The S-SV EMS representative will complete an inspection form for every unit inspected.
 - a. The inspection form will indicate if it was an annual or unannounced inspection as well as any deficiencies or issues identified.
 - b. Completed inspection reports will be maintained by the S-SV EMS Agency and a copy will be provided to the prehospital provider agency upon request.

CROSS REFERENCES:

- A. Prehospital Provider Agency Inventory Requirements (701).
- B. Management of Controlled Substances (710).