


Sierra – Sacramento Valley EMS Agency Program Policy

EMS Service Provider Permit

	Effective: 12/01/2018	Next Review: 09/2021	410
	Approval: Troy M. Falck, MD – Medical Director		SIGNATURE ON FILE
	Approval: Victoria Pinette – Executive Director		SIGNATURE ON FILE

PURPOSE:

To establish the criteria for when an EMS Service Provider Permit is required, the process for obtaining a permit, and the grounds for permit denial, suspension, or revocation.

AUTHORITY:

- A. California Health and Safety Code, Division 2.5, § 1797, et seq.
- B. California Code of Regulations, Title 22, Division 6, Chapter 8, § 87465 and 87469.
- C. California Code of Regulations, Title 22, Division 9, Chapter's 2, 3, 4, 8 & 12.
- D. California Code of Regulation Title 13, § 1100 et seq.

POLICY:

- A. A permit is required to provide any of the following EMS services within the S-SV EMS jurisdictional region:
 - 1. BLS, LALS, ALS and/or CCT ground ambulance transport services.
 - 2. LALS and/or ALS non-transport services.
 - 3. EMS aircraft services.
 - 4. BLS, LALS and/or ALS special event/standby services.
- B. Permits are issued on a temporary or annual basis as follows:
 - 1. Temporary permits are only issued for BLS special event/standby services.
 - 2. An annual permit is required for all other types of EMS services. Annual permit holders may also provide BLS special event/standby services without obtaining a temporary permit.

- C. BLS non-transport public safety agencies, organizations that have an exclusive operating agreement (EOA) with S-SV EMS, and EMS services provided as a result of an automatic or mutual aid request are exempt from the permit requirement.

PROCEDURE:**A. Temporary EMS Service Provider Permit:**

1. Permit applications may be obtained from S-SV EMS. Completed applications, including all required supporting documentation, shall be submitted to S-SV EMS at least seven (7) working days prior to the event. Incomplete applications will not be processed.
2. Approved permit holders shall ensure that all personnel providing BLS special event/standby services have appropriate credentials and training to provide such services. This training shall include instructions to immediately call 9-1-1 and request an S-SV EMS authorized emergency transport provider if EMS transportation is necessary.
3. Approved permit holders shall have all necessary medical equipment and supplies available on site to provide BLS patient assessment and treatment.

B. Annual EMS Service Provider Permit:

1. Permit applications may be obtained from S-SV EMS. Completed applications, including all required supporting documentation, shall be submitted to S-SV EMS. Incomplete applications will not be processed. Completed applications will be processed within 30 calendar days of submission.
2. Permit holders shall submit a completed renewal application, including all required supporting documentation, to S-SV EMS on an annual basis. Renewal applications will be provided at least 30 calendar days prior to the application due date.
3. Upon receipt of a completed permit application, S-SV EMS will do the following:
 - Perform a review of the application and all supporting documentation.
 - Perform a background investigation of applicant (if required).
 - Review the application and proposed services for compliance with State law, regulations and S-SV EMS requirements.
 - Perform an inspection of vehicles and/or stations (as applicable) to verify compliance with S-SV EMS requirements.
 - Initial applicant inspections are required prior to service implementation.
 - Renewal applicant inspections will occur annually.
 - Issue an EMS Service Provider Permit if all requirements are met and there are no grounds for denial, or issue a written notice of permit denial if applicable.

C. Denial, Suspension, or Revocation of an S-SV EMS Service Provider Permit:

1. A determination by S-SV EMS that the applicant or permit holder meets any of the following conditions may result in denial, suspension, or revocation of an EMS Service Provider Permit:
 - Failure to provide a complete application.
 - The applicant proposes to operate a service within an area where another organization has been granted an EOA.
 - The applicant previously had a similar application, permit, or agreement denied, suspended, or revoked, and the status of such denial, suspension, or revocation directly affects their present ability to provide adequate services.
 - The applicant/permit holder has a criminal record which reasonably indicates they would be unlikely to fulfill the responsibilities of providing such services.
 - There is reasonable cause to believe that the applicant/permit holder will not provide services in a manner that will promote the health and welfare of individuals within the S-SV EMS region.
 - Failure to comply with applicable State laws, regulations and/or S-SV EMS requirements.
 - The applicant/permit holder does not have the required medical equipment/supplies for their units.
 - Failure to maintain required performance standards.
 - Failure to pay required permit and/or monitoring fees.
 - The applicant/permit holder or their personnel exhibit unprofessional conduct, including but not limited to, the use of obscene, abusive, slanderous, or threatening language.
2. If an EMS Service Provider Permit is denied, S-SV EMS will provide written notice of the reason for denial and specific recommendations to fulfill compliance requirements (if any) within 30 calendar days of receiving a completed application.
3. If an EMS Service Provider Permit is suspended or revoked, S-SV EMS will provide written notice of the reason for the suspension or revocation. This written notice will include the effective date of such suspension or revocation and any requirements necessary to become compliant (if applicable).
4. Nothing in this policy shall preclude an applicant or permit holder from appealing a decision by S-SV EMS staff to deny, suspend, or revoke an EMS Service Provider Permit to the S-SV EMS JPA Board of Directors.