

APPROVED: Signature On File In EMS Office
Executive Director

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Medical Director

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SUPERSEDES:
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ALS GROUND AMBULANCE AUTHORIZATION

I. AUTHORITY

Division 2.5, California Health and Safety Code, sections 1797.52, 1797.78, 1797.85, 1797.178, 1797.206, 1797.218, 1797.220, 1797.224, and Title 22, California Code of Regulations, sections 100167.

II. DEFINITIONS

- A. "Region" means the geographic jurisdiction of the Mountain-Valley Emergency Medical Services Agency.
- B. "County" means any of the counties that are part of the joint powers agreement that forms the Mountain-Valley EMS Agency.
- C. "Exclusive Operating Area" is an area or sub-area defined by the emergency medical services plan for the local EMS Agency, upon the recommendation of a county, which limits operations to one or more providers of advanced life support service.
- D. "Non-Exclusive Operating Area" is an area defined by the local EMS agency which does not limit the operations to specific providers of advanced life support services.
- E. "Request for Proposal" or "R.F.P." is the document that specifies the requirements for all respondents that wish to bid to provide ALS service to an exclusive operating area.

III. PURPOSE

To establish standards and procedures for the authorization of ground ambulance providers to provide advanced life support ground ambulance services within the Region.

IV. POLICY

- A. ALS ground ambulance providers that wish to provide advanced life support services within the Region must satisfy all requirements and adhere to the process listed in the Procedure section of this policy.
- B. When an operating area has been designated as a "Non-exclusive Operating Area" in a County, the local EMS Agency shall require that ALS ground ambulance providers who wish to provide ALS ground ambulance service in that area complete the application process as outlined in V. A.
- C. When an exclusive operating area has been designated in a County, the local EMS Agency shall develop a Request for Proposal which describes the competitive process for awarding the operating area to an ALS provider except in those cases in which an ALS provider may be exempted from the RFP process according to Section 1797.224, Division 2.5, of the California Health and Safety Code.
- D. An ambulance provider may be designated to service an exclusive operating area without an RFP process when there has been no change in manner and scope of ambulance service within said area since January 1, 1981. If there has been an upgrade of service by said ambulance provider that was voluntary, this shall not be considered as a change in manner or scope and does not require a "Request for Proposal."

V. PROCEDURE

- A. Non-exclusive Operating Areas
 - 1. When an ALS ground ambulance provider wishes to provide service in a non-exclusive operating area, the provider must:
 - a. Complete an application as provided by the local EMS Agency.
 - b. Pay the required processing fee.
 - 2. Upon the receipt of the completed application, the local EMS agency shall:
 - a. make, or cause to be made, an investigation to determine if the applicant meets all requirements as outlined in applicable laws, ordinances, policies, and regulations.
 - b. Within ninety (90) days of receipt of the application make a determination to issue, or decline to issue, an Advanced Life Support Provider Agreement based upon the outcome of the above investigation.

- c. If the local EMS agency determines that the provider meets all of the specified requirements, the local EMS agency and the applicant shall attempt to negotiate the terms of an Advanced Life Support Provider Agreement.
 - d. If the ALS provider agreement is being negotiated to provide ALS ambulance services in a County that has an ambulance ordinance that specifies a mechanism to resolve an ALS provider agreement impasse between the above parties, the mechanism available in the specific County shall be utilized. If no such mechanism exists, the following shall apply: The Regional Advisory Committee (RAC) shall create a review panel made up of five (5) persons knowledgeable in EMS and/or the provision of ALS ambulance services. A maximum of two persons for this review panel may be from the affected county. The chairperson of the RAC shall ensure that no conflict of interest exists for those persons selected for this review panel. This review panel shall either serve as an arbitration board to resolve issues between the EMS Agency and the applicant or recommend to the EMS Agency Board of Directors that such an agreement cannot be reached. The EMS Agency Board of Directors shall have the final decision to either award or disqualify the applicant for an ALS Provider Agreement.
3. The Advanced Life Support Provider Agreement shall, at a minimum, address the following areas:
- a. geographic area to be served
 - b. emergency response procedures and standards
 - c. level of service standards, quality improvement, and disputes
 - d. communication and dispatch standards
 - e. equipment and supply standards
 - f. personnel standards
 - g. crew quarters
 - h. records and reports
 - i. insurance and indemnification
 - j. compensation and fees
 - k. contract performance, breach, and default
 - l. coordination with ALS ground ambulance companies
 - m. mutual aid
 - n. additional issues as required in local ordinances

B. Exclusive Operating Areas

- 1. When a county develops an exclusive operating area, the Request for Proposal process must include the following:

- a. Formal advertising of the opportunity to compete for the area.
 - b. The R.F.P. document must specify the requirements and standards of the county which shall include the EMS capability and fiscal status of all respondents.
 - c. A responder's conference to provide a forum for answering questions.
 - d. Specific instructions for:
 1. submission of responses
 2. receiving responses
 3. response evaluation
 4. response rejection
 5. award notification
 6. protests and appeals
 7. contract cancellation
 - e. Upon completion of the R.F.P. process, the local EMS Agency and the successful bidder shall attempt to negotiate the terms of an Advanced Life Support Provider Agreement which shall address the areas as outlined in section V. A. 3. of this policy. If an agreement cannot be negotiated by the above parties, the Regional Advisory Committee shall address this as described in section V. A. 2. d. of this policy.
2. If it is determined that an ALS ground ambulance provider may be granted an exclusive operating area without an RFP process as per Section 1797.224, Division 2.5, Health and Safety Code, the provider must follow the procedure listed in V.(A).