



**CONFIRE**

## STAFF REPORT

**DATE: September 10, 2024**

**FROM: Joe Barna**



**Admin Section Chief**

**Ambulance Implementation Team**

**TO: EMS Subcommittee**

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**SUBJECT: Policy and Procedures Working Draft**

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### **Recommendation**

Approve the presented working draft policy and procedures to meet CONFIRE's contractual obligations.

### **Background Information**

On December 5, 2023, the Board of Supervisors awarded CONFIRE EMS and Mobile Health the contract for ground ambulance services for eleven exclusive operating areas in the county, known as the comprehensive service area. CONFIRE EMS is scheduled to start ground ambulance transportation services on October 1, 2024.

Priority Ambulance was chosen by CONFIRE as the sole subcontractor for ambulance services as authorized by County contract 23-1282. The County contract identifies several areas where policies and procedures must be developed to meet the contractual obligations.

Priority and CONFIRE will operate a joint policy and procedures manual to cover all employees in the operation. Policies for Priority-only employees will have the policy number followed by a "P." Policies for CONFIRE-only employees will have the policy number followed by a "C." This system will allow for easy identification and application of the developed policy and procedures.

The ambulance implementation team has developed a nearly complete manual covering the contractual obligations, best practices, and policies required to implement the Commission on Accreditation of Ambulance Services (CAAS) accreditation. Finalizing all of the policies to completion is a heavy lift that will take several months. The proposed policies are considered working drafts that, upon your approval, will serve as operational policies that will continue to receive minor revisions until they are finalized soon.

### **Fiscal Impact**

This recommendation has no fiscal impact on the EMS Fund (5020).