

MEMORANDUM



TO: JEFFERY JOHNSON, FIRE CHIEF
FROM: PHILIP DUCZYMSKI, CAPTAIN/TRAINING OFFICER
SUBJECT: 2023 ANNUAL MDHHS EMS AGENCY INSPECTION
DATE: MAY 9, 2023

(P.D.)

On Monday May 8, 2023, the MDHHS (Michigan Department of Health and Human Services) EMS Division conducted their agency inspection for the year. Our current agency license was issued through June 30, 2023. The Division of EMS and Trauma within the Bureau of Emergency Preparedness, EMS, and Systems of Care is charged with the responsibility for the development, coordination, and administration of a statewide emergency medical services system. There are 28,804 EMS providers, 819 life support agencies, and 3,847 life support vehicles that are licensed by the State of Michigan.

The Novi Fire Department is required to have an agency renewal LSA (Life Support Agency) inspection on an annual basis. Licenses are renewed annually. Prior to issuing an LSA license, the LSA must undergo a successful agency inspection. Annual inspections are then conducted on an ongoing basis for renewal. Some of the components of the annual process are medical control approval from the local authority (Oakland County Medical Control Authority), maintaining insurance requirements, Clinical Laboratory Improvement Amendment Waivers, vehicle licensure, inspections, personnel certifications, maintaining minimum vehicle requirements, and implementation of required protocols and directives.

The preparation for the annual inspection starts in January of each year with the application process and approval from Oakland County Medical Control Authority and concludes in May after successful completion of the inspection. The Novi Fire Department was found to be compliant in all areas of the inspection and will receive licensure through June 30, 2024. However, we have identified a few areas of record keeping that will help improve our processes.