

Ground Ambulance Service Inspection



Service		Inspector	
Director		Date	
Reason for Inspection			

202 KAR 7:501	Service Requirements
2(3)	License displayed in prominent public area
5(1)a	Administrative Organizational Chart
5(1)(a)1	Administrative Director Identified
5(1)(a)2	Administrative Designee
5(1)b,c	Run Reports <ul style="list-style-type: none"> • Maintain a copy of all completed run report forms which shall be maintained to ensure confidentiality and safekeeping • 5 Years from the Date of Service / 5 Years after minor reaches 18 years of age
5(1)(e)	Maintain a plan and records for the provision of continuing education for staff and volunteers including a written plan for the methods of assessment of staff continuing education needs and a coordinated plan to meet those needs including: <ol style="list-style-type: none"> 1. Training or continuing education rosters that shall include the printed name, signature, and certification or license number of those in attendance 2. A curriculum vitae for the instructor 3. A brief outline of the presentation including the educational objective for the offering and the method of presentation used for the presentation
5(1)f	Infection Control Plan
5(1)(g)	Maintain a written plan for HAZMAT, Criminal, Terrorist Plan, including protection and decontamination
5(1)(h)	Maintain a written plan for the Quality Assessment of patient care and provider Quality Improvement
5(1)(i)	Maintain a written plan for training and responding to mass casualty incidents and disasters
5(1)(j)	Maintain an orientation program for all personnel
5(1)(k)	Maintain and provide proof of professional liability malpractice insurance
5(1)(l)	Maintain and provide proof of vehicular liability insurance
5(2)(a)(b)(c)	Maintain a copy of the county and state emergency management agency's emergency operations plan
5(3)	Diversion Plan (If deemed necessary)
6(2)(3) (4)	Maintain a written plan that covers the following: <ol style="list-style-type: none"> 2) All requests for service promptly answered 3) Requests for emergency service are dispatched within 2 minutes 4) If unable to respond within 10 minutes, next closest unit is dispatched
6(5)	Mutual Aid agreements with other KY licensed provider or Fire Department, Rescue Squad, or other organizations operating within the same or contiguous counties
6(6)	Written Agreements (or attempts) with 911 Dispatch Center
6(9)	Written Policies and Procedures on determining what constitutes a request for emergency service
6(11)	Preventative maintenance program for vehicles and equipment
6(12)	Documentation of periodic inspections or calibrations of vehicles and equipment
6(13)	Each vehicle and its equipment shall be checked after each use to ensure that it is in a clean and sanitary condition, unless precluded by emergency conditions
6(15)	Equipment list for any tiered response vehicles operating under agency license
6(17)	Copies of FCC license for radio frequency
Section 12	Extrication and rescue equipment or agreement with an agency that provides it (See KBEMS-OPS7)



202 KAR 7:501 Personnel Requirements	
5(1)d	<ul style="list-style-type: none"> Personnel file for each employee or volunteer who staffs a vehicle Must be maintained for minimum of 5 years following separation from employment Current certification or licensure with corresponding numbers and expiration dates Pre-Employment criminal and Department of Transportation driver's records check
5(1)(d)3 a,b,c,d	<p>Health Records – Separate Secure File</p> <ul style="list-style-type: none"> Post Offer of employment health assessment Annual tuberculin skin testing or other method of evaluation Hepatitis-B vaccinations and seroconversion (Titer) testing unless exempted by the employee's physician or an employee signed waiver A record of all work related illnesses or injuries
202 KAR 7:501 Motor Vehicle Operator Requirements	
9(1)(a)	Be at least 18 years of age
9(1)(b)	Hold a valid Kentucky Driver's License
9(1)(c)	Complete an initial drivers training and education program at least 8 hours in length
9(3)	Refresher drivers training every 2 years, which is at minimum 4 hours in duration
202 KAR7:801 Medical Directors	
202 KAR 7 501 Section 13	All providers shall have a medical director. Medical Directors shall meet the requirements as set forth in 202 KAR 7:801
1(a)(b)	Current License to Practice in Kentucky, Knowledge of EMS Laws in KY
ALS	ALS Medical Director Requirements
2(a)(b)	Be board-certified in emergency medicine -OR- hold current provider certification in: <ol style="list-style-type: none"> Advanced Trauma Life Support (ATLS); Advanced Cardiac Life Support, Pediatric Advanced Life Support (PALS) or Pediatric Education for Pre-hospital Providers (PEPP)
BLS	BLS Medical Director Requirements
3(a)(b)	Be board-certified in emergency medicine -OR- Hold current provider certification in: <ol style="list-style-type: none"> Advanced Trauma Life Support (ATLS), Basic Trauma Life Support (BTLS) or Pre-Hospital Trauma Life Support (PHTLS) Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS) or Pediatric Education for Pre-hospital Providers (PEPP)
Section 2	<p>EMS Medical Director Responsibilities. EMS medical directors shall function under terms of employment or a contractual agreement that specifically address the responsibilities of the medical director and the employer or the contractor responsibilities for the following topics:</p> <ol style="list-style-type: none"> (1) Establishing medical protocols and standing orders for communications and patient care personnel; (2) Serving as a liaison with the local medical community; (3) Interacting with regional, state, and local EMS authorities on issues relating to EMS standards, needs and requirements and the optimization of resource utilization; (4) Maintaining continuing education appropriate for the EMS medical director, administrative staff, communication and patient care personnel; (5) Restricting or limiting patient care functions of staff; (6) Establishing patient destination policies; (7) Establishing initial qualification of personnel involved in patient care and dispatch; and (8) Developing, implementing, and maintaining a quality improvement program for continuous system and patient care improvement.