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**16.02.03 - RULES GOVERNING EMERGENCY MEDICAL SERVICES**

**000. LEGAL AUTHORITY.**

The Idaho Board of Health and Welfare is authorized under Section 39-145, Idaho Code, to adopt rules concerning the administration of the Idaho Emergency Medical Services Act, hereinafter referred to as "this Act." (7-1-80)

**001. TITLE AND SCOPE.**

01. Scope. These rules include criteria for training programs, certification of personnel, for ambulances, determination of acts which may be performed by basic life-support personnel, establishment of fees for training, inspections, and certifications of personnel and equipment and other necessary and proper matters. (7-1-80)

02. Title. These rules shall be cited in full as Idaho Department of Health and Welfare Rules, Title 2, Chapter 3, "Rules Governing Emergency Medical Services". (7-1-80)

**002. DEFINITIONS AND ABBREVIATIONS.**

For the purposes of these rules, the following terms and abbreviations will be used, as defined below: (7-1-80)

01. Ambulance. A privately or publicly owned motor vehicle that is specifically designed or constructed, and is intended to be used for and is maintained or operated for the transportation of patients, including dual purpose police patrol cars and funeral coaches or hearses which otherwise comply with the provisions of this Act. (11-19-76)

02. BLS. Basic Life-Support. (7-1-80)

03. BLS Manual. A manual, developed by the EMS Bureau, dated April, 1980 detailing Idaho EMS Basic Life-Support program standards and related information. (7-1-80)

04. Board. The Idaho State Board of Health and Welfare. (12-31-91)

05. Certified Basic Life-Support Personnel. Individuals who have completed training and successfully passed examinations for training and skills proficiency in one (1) or several levels of basic life-support activity as prescribed and certified by the Department of Health and Welfare. These several levels of Basic Life-Support services include: (7-1-80)

a. CIM - "Crash Injury Management" (hereafter CIM). An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare as an emergency care officer on the basis of successful completion of a forty (40) hour CIM course and subsequent continuing training. (11-19-76)

b. QRU - "Quick Response Unit" (hereafter QRU). An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare as a QRU crew-member on the basis of successful completion of a fifty (50) hour QRU course and subsequent required continuing training. (11-19-76)

c. EMT - "Emergency Medical Technician" (hereafter EMT). An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare on the basis of successful completion of: (11-19-76)

i. An eighty-one (81) hour EMT course; and (11-19-76)

ii. Subsequent required continuing training. (11-19-76)

d. EMT-A - "Emergency Medical Technician - Ambulance" (hereafter EMT-A). An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare on the basis of successful completion of: (11-19-76)

- i. An eighty-one (81) hour EMT course; and (11-19-76)
- ii. At least fifty (50) hours of supervised in-field ambulance experience; and (11-19-76)
- iii. Subsequent required continuing training. (11-19-76)
- 06. Director. The Director of the Department of Health and Welfare or designated individual. (12-31-91)
- 07. Division. The Idaho Division of Health, Department of Health and Welfare. (11-19-76)
- 08. Emergency Medical Services (EMS). The services utilized in responding to a perceived individual need for immediate care in order to prevent loss of life or aggravation of physiological or psychological illness or injury. (11-19-76)
- 09. EMS Bureau. The Emergency Medical Services (EMS) Bureau of the Idaho Department of Health and Welfare. (11-19-76)
- 10. Nurse. A person licensed by the State Board of Nursing to practice nursing in Idaho. (11-19-76)
- 11. Physician. A person licensed by the State Board of Medicine to practice medicine or surgery or osteopathic medicine or surgery in Idaho. (11-19-76)
- 12. State Health Officer. The Administrator of the Division of Health. (11-19-76)

**003. STATEWIDE EMS ADVISORY COMMITTEE.**

The Director will appoint a Statewide EMS Advisory Committee to provide counsel to the Department in administering the EMS Act relative to establishing training and examination standards, certifying basic life-support personnel, advising on basic and advanced life-support projects and other administrative duties of the Act. The Committee members will have a normal tenure of three (3) years after which time they may be excused or reappointed. However, in order to afford continuity, initial appointments will be made to one-third (1/3) of the membership for two (2) years, one-third (1/3) for three (3) years, and one-third (1/3) of the membership for four (4) years. The Committee chairman will be selected by the State Health Officer. (4-8-94)

- 01. Membership. The Statewide EMS Advisory Committee will be constituted as follows: (7-1-80)
  - a. One (1) representative recommended by the State Board of Medicine; and (4-8-94)
  - b. One (1) representative recommended by the Idaho Chapter of ACEP; and (4-8-94)
  - c. One (1) representative recommended by the Committee on Trauma of the Idaho Chapter of the American College of Surgeons; and (4-8-94)
  - d. One (1) representative recommended by the State Board of Nursing; and (4-8-94)
  - e. One (1) representative recommended by the Idaho Medical Association; and (4-8-94)
  - f. One (1) representative recommended by the Idaho Hospital Association; and (4-8-94)
  - g. One (1) representative of local government recommended by the Idaho Association of Counties; and (4-8-94)
  - and
  - h. One (1) representative of a career third service EMS/Ambulance organization; and (4-8-94)
  - i. One (1) representative of a volunteer third service EMS/Ambulance organization; and (4-8-94)
  - j. One (1) representative of a third service non-transport EMS organization; and (4-8-94)

- k. One (1) representative of a fire department based EMS/Ambulance recommended by the Idaho Fire Chiefs Association; and (4-8-94)
- l. One (1) representative of a fire department based non-transport EMS organization; and (4-8-94)
- m. One (1) Emergency Medical Technician-Basic who represents the interests of Idaho providers certified at that level; and (4-8-94)
- n. One (1) Emergency Medical Technician-Intermediate who represents the interests of Idaho providers certified at that level; and (4-8-94)
- o. One (1) Emergency Medical Technician-Paramedic who represents the interests of Idaho providers certified at that level; and (4-8-94)
- p. One (1) representative who is an administrative county EMS director; and (4-8-94)
- q. One (1) EMS instructor who represents the interests of Idaho EMS educators and evaluators; and (4-8-94)
- r. One (1) consumer. (4-8-94)
- 02. Responsibilities. The EMS Advisory Committee will meet at least annually or as needed for the purposes of: (7-1-80)
  - a. Reviewing policies and procedures for provision of emergency medical services and recommending same to the Division; (11-19-76)
  - b. Reviewing EMS training curricula, training standards, and examination processes and recommending same to the Division; (4-8-94)
  - c. Reviewing EMS trainee selection policy and trainee performance and recommending to the Division certification of EMS personnel; (11-19-76)
  - d. Reviewing and making recommendations for disciplinary action regarding EMS personnel who have not complied with EMS policies; (11-19-76)
  - e. Reviewing and making recommendations on the licensing of ambulance services in Idaho. (11-19-76)

**004. -- 099. (RESERVED).**

**100. EMS PROGRAMS.**

- 01. Qualification for Certification. EMS programs must meet all standards of the Department in order for trainees to qualify for certification by the Department. (7-1-80)
- 02. Standards. All basic life-support programs must be conducted in accordance with the BLS manual and, at a minimum: (7-1-80)
  - a. The course director(s), course coordinator(s) and course instructor(s) conducting EMS training courses must meet the qualifications established by the Department. Emergency Medical Technician (EMT, EMT-A) training courses must be conducted under the direction of a physician and coordinated by a qualified individual meeting the course coordinator standards of the Department. (7-1-80)
  - b. Candidate selection for basic life-support training courses is to be approved by an EMS training course committee officially recognized by the Department. (7-1-80)

- c. Basic life-support training courses must use course curricula, textbooks, training aids, and other related training materials approved by the Department. (7-1-80)
- d. Training course fees must be as approved by the Department. (7-1-80)
- e. Examinations administered to basic life-support trainees are to be approved by the Department and conducted by individuals deemed qualified by the Department to administer such examinations. (7-1-80)
- f. Basic life-support trainees will be certified by the Department on the basis of successful completion of all training program requirements and must meet continuing education and refresher training standards of the Department in order to maintain certification. (7-1-80)
- g. The decision for selection of EMS instructors and communications personnel will be made by the Department's EMS Bureau Chief, after careful consideration of qualifications, including training and experience. (12-31-91)
- h. The Department will reimburse EMS instructors and communications personnel who are under contract at rates established annually by the Director. Such annual rates must be established in writing on or before June 30 for the following fiscal year and must provide three (3) different rates of pay for the three (3) different levels of instructors and communications personnel. (7-1-80)

**101. -- 299. (RESERVED).**

**300. AMBULANCE STANDARDS.**

In order to qualify for licensing as an ambulance service, the standards contained in Section 39-144, Idaho Code, the must be met, including the following additional detailed items: (7-1-80)

- 01. New Ambulances. All new ambulance vehicles purchased after July 1, 1977, must meet the General Services Administration (GSA) KKK-A-1822R specifications for ambulances. (7-1-80)
- 02. Required Equipment. Each ambulance must be equipped with the following: (7-1-80)
  - a. Portable suction apparatus with wide-bore tubing and rigid pharyngeal suction tip. The suction unit must provide at least twelve (12) inches Hg vacuum; (7-1-80)
  - b. Hand-operated bag-mask ventilation unit with adult, child and infant-size masks. Clear masks are preferable. Valves must operate in cold weather, and unit must be capable of use with oxygen supply; and (11-19-76)
  - c. Oropharyngeal airways in adult, child and infant sizes; and (11-19-76)
  - d. Mouth-to-mouth artificial ventilation airways for adults and children; and (11-19-76)
  - e. Portable oxygen equipment with adequate tubing and semi-open, valveless, transparent masks in adult, child and infant sizes; and (11-19-76)
  - f. Hinged half-ring lower extremity traction splint (ring nine (9) inches in diameter, overall length of splint forty-three (43) inches) with commercial limb-support slings, padded ankle hitch and traction strap; and (11-19-76)
  - g. Two (2) or more padded boards, four and one-half (4 1/2) feet long by three (3) inches wide, and two (2) or more similarly padded boards, three (3) feet long, of material comparable to four-ply wood for coaptation splinting of leg or thigh; and (11-19-76)
  - h. Two (2) or more fifteen (15) inch by three (3) inch padded wooden splints for fractures of the forearm (by local option, similar splints of cardboard, plastic wire ladder or canvas slotted lace-on can be carried in place of the above thirty-six (36) and fifteen (15) inch boards); and (7-1-80)

- i. Uncomplicated inflatable splints in addition to those required by Subsection 300.02.h. or as substitute for the short boards; and (12-31-91)
- j. Short and long spine boards with accessories; and (11-19-76)
- k. Sterile obstetrical kit; and (11-19-76)
- l. Poison kit; and (11-19-76)
- m. Blood pressure manometer, cuff and stethoscope; and (11-19-76)
- n. Mobile radio on 155.340 MHZ and 155.280 MHZ frequencies with encoding capabilities to allow access to the Idaho EMS radio communications system; and (11-19-76)
- o. Installed oxygen equipment, including oxygen tank with a capacity of at least one thousand two hundred (1,200) liters, liter flow meter, and humidifier units with the capability to administer oxygen simultaneously to a minimum of two (2) patients; and (7-1-80)
- p. Installed suction unit of manifold vacuum and/or electric motor type with wide bore tubing, rigid pharyngeal suction tip, and reservoir capable of providing a minimum of twelve (12) inches Hg vacuum. (7-1-80)
- 03. Required Supplies. Each ambulance must be equipped with the following supplies. (7-1-80)
  - a. Mouth gags, either commercial or made of three (3) tongue blades taped together and padded; and (11-19-76)
  - b. A minimum of one (1) liter of saline solution (preferably sterile) for wound and eye irrigation, chemical burn irrigation, and dilution of ingested toxic agents; and (7-1-80)
  - c. Universal dressings, approximately ten (10) inches by thirty-six (36) inches, compactly folded and packaged in convenient sizes; and (11-19-76)
  - d. Sterile gauze pads, four (4) inches by four (4) inches; and (11-19-76)
  - e. Soft roller self-adhering type bandages, six (6) inches by five (5) yards; and (11-19-76)
  - f. Roll of aluminum foil, eighteen (18) inches by twenty-five (25) feet, sterilized and wrapped; and (11-19-76)
  - g. Two (2) rolls of plain adhesive tape, three (3) inches wide; and (11-19-76)
  - h. Two (2) sterile burn sheets; and (11-19-76)
  - i. Triangular bandages; and (11-19-76)
  - j. Large size safety pins; and (11-19-76)
  - k. Shears for bandages. (11-19-76)
- 04. Records to be Maintained. The ambulance service must maintain records of each ambulance run on forms approved by the Department that include at least the following information: (7-1-80)
  - a. Name of ambulance service; and (11-19-76)
  - b. Date of run; and (11-19-76)

- c. Time call received; and (11-19-76)
  - d. Time arrival at scene; and (11-19-76)
  - e. Time arrival at hospital; and (11-19-76)
  - f. Location of incident; and (11-19-76)
  - g. Description of illness/injury; and (11-19-76)
  - h. Description of patient management; and (11-19-76)
  - i. Patient destination; and (11-19-76)
  - j. Ambulance unit identification; and (11-19-76)
  - k. Identification of ambulance personnel on run and certification. (11-19-76)
  - 05. Inspection. Representatives of the Department are authorized to enter at reasonable times, for the purpose of inspecting the ambulance services' vehicle(s) and equipment, ambulance run records, and other necessary items to determine eligibility for licensing by the state of Idaho in relation to the minimum standards in Section 39-144, Idaho Code. (12-31-91)
  - 06. License. Ambulance services must be licensed on an annual basis by the Department. (7-1-80)
- 301. -- 399. (RESERVED).**
- 400. ADVANCE DO NOT RESUSCITATE DIRECTIVES.**
- 01. Protocols. (11-10-94)
    - a. The EMS Advisory Committee will establish standard protocols for EMS personnel to respond to advance DNR directives. (11-10-94)
    - b. The protocol will be reviewed at least annually by the EMS Advisory Committee to determine if changes in protocol should be made to reflect technological advances. (11-10-94)
    - c. The Department will notify Idaho EMS providers of DNR protocols and any subsequent changes. (11-10-94)
  - 02. Do Not Resuscitate Order. (11-10-94)
    - a. A standard DNR form will be made available to physicians by the Department or its designee. (11-10-94)
    - b. One (1) copy will be maintained in the patient's file and one (1) copy will be kept by the patient. (11-10-94)
  - 03. Do Not Resuscitate Identification. (11-10-94)
    - a. Only a physician signed DNR order or a Department approved bracelet or necklace will be honored by EMS personnel. (11-10-94)
    - b. The bracelet or necklace will have an easily identifiable logo that solely represents a DNR code. (11-10-94)
    - c. The Department will advise EMS personnel of what constitutes an acceptable identification.

(11-10-94)

d. No DNR identification may be issued without a valid DNR order in place. (11-10-94)

e. Only vendors authorized by the Department may sell or distribute DNR identifications. (11-10-94)

**401. -- 995. (RESERVED).**

**996. ADMINISTRATIVE PROVISIONS.**

Contested case appeals shall be governed by Idaho Department of Health and Welfare Rules, Title 5, Chapter 3, Subsections 000, et seq., "Rules Governing Contested Cases and Declaratory Rulings." (12-31-91)

**997. CONFIDENTIALITY OF RECORDS.**

Any disclosure of information obtained by the Department is subject to the restrictions contained in Idaho Department of Health and Welfare Rules, Title 05, Chapter 01, "Rules Governing the Protection and Disclosure of Department Records." (12-31-91)

**998. INCLUSIVE GENDER AND NUMBER.**

For the purposes of these rules, words used in the masculine gender include the feminine, or vice versa, where appropriate. (12-31-91)

**999. SEVERABILITY.**

The rules contained in Idaho Department of Health and Welfare Rules, Title 02, Chapter 03, are severable. If any rule, or part thereof, or the application of such rule to any person or circumstance, is declared invalid, that invalidity does not affect the validity of any remaining portion of this chapter. (7-1-80)