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**IDAPA 16
TITLE 02
CHAPTER 03**

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. (3-30-01)

001. TITLE AND SCOPE.

01. Scope. These rules include criteria for training programs, certification of personnel, licensure of ambulance services and non-transport services, licensure of ambulances and non-transport vehicles, establishment of fees for training, inspections, and certifications, and appropriate requirements for recertification of personnel. (7-1-97)

02. Title. These rules shall be cited in full as IDAPA 16.02.03, Idaho Department of Health and Welfare, "Rules Governing Emergency Medical Services". (7-1-97)

002. WRITTEN INTERPRETATIONS.

In accordance with Section 67-5201(19)(b)(iv), Idaho Code, this bureau has an EMS Standards Manual, which contains policy and interpretation of the rules of this Chapter, or to the documentation of compliance with the rules of this Chapter. Copies of the Manual may be obtained from the EMS Bureau, 590 W. Washington, Boise, Idaho 83702, P.O. Box 83720, Boise, Idaho 83720-0036. (3-30-01)

003. ADMINISTRATIVE APPEALS.

All contested cases shall be governed by the provisions of IDAPA 16.05.03, "Rules Governing Contested Case Proceedings and Declaratory Rulings". (7-1-97)

004. INCORPORATION BY REFERENCE.

The Board of Health and Welfare has adopted the Minimum Equipment Standards for Licensed EMS Services, 2000 edition, Version 3.0, as its standard on required EMS equipment and hereby incorporates the Standards by reference. Copies of the Equipment Standards may be obtained from the EMS Bureau, 590 W. Washington Street, Boise, Idaho 83702, P.O. Box 83720, Boise, Idaho 83720-0036. (3-30-01)

005. -- 009. (RESERVED).

010. DEFINITIONS AND ABBREVIATIONS.

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

01. Advanced Emergency Medical Technician-Ambulance (AEMT-A). An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare on the basis of successful completion of an intermediate training program, examination, subsequent required continuing training, and recertification. (7-1-97)

02. Advanced Life Support (ALS). The provision of medical care, medication administration and treatment with medical devices which correspond to the knowledge and skill objectives in the EMT-Paramedic curriculum currently approved by the State Health Officer in accordance with Subsection 201.04 of these rules and within the scope of practice defined in IDAPA 22.01.06, "Rules for EMS Personnel," Subsection 011.05, by persons certified as EMT-Paramedics in accordance with these rules. (4-5-00)

03. Advertise. Communication of information to the public, institutions, or to any person concerned, by any oral, written, or graphic means including handbills, newspapers, television, radio, telephone directories and billboards. (4-5-00)

04. Agency. An applicant for designation or a licensed EMS service seeking designation. (4-5-00)

05. Ambulance. Any privately or publicly owned ground vehicle, nautical vessel, fixed wing aircraft or

rotary wing aircraft used for, or intended to be used for, the transportation of sick or injured persons who may need medical attention during transport. (7-1-97)

06. Ambulance-Based Clinicians. Licensed Professional Nurses, Advanced Practice Professional Nurses, and Physician Assistants with current licenses from the Board of Nursing or the Board of Medicine, who are personnel provided by licensed EMS services. (4-5-00)

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

08. Certification. A credential issued to an individual by the EMS Bureau for a specified period of time indicating that minimum standards corresponding to one (1) or several levels of EMS proficiency have been met. (7-1-97)

09. Certified Personnel. Individuals who have completed training and successfully passed examinations for training and skills proficiency in one (1) or several levels of emergency medical services. (7-1-97)

10. Critical Care Transfer (CCT). The transportation of a patient with continuous care, monitoring, medication or procedures requiring knowledge or skills not contained within the EMT-Paramedic curriculum approved by the State Health Officer. Interventions provided by EMT-Paramedics are governed by the scope of practice defined in IDAPA 22.01.06, "Rules for EMS Personnel," Subsection 011.05. (4-5-00)

11. Director. The Director of the Department of Health and Welfare or designated individual. (12-31-91)

12. Division. The Idaho Division of Health, Department of Health and Welfare. (11-19-76)

13. Emergency. A medical condition, the onset of which is sudden, that manifests itself by symptoms of sufficient severity, including severe pain, that a prudent layperson, who possesses an average knowledge of health and medicine, could reasonably expect the absence of immediate medical attention to result in placing the person's health in serious jeopardy, or in causing serious impairments of bodily function or serious dysfunction of any bodily organ or part. (4-5-00)

14. 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)

15. EMS Bureau. The Emergency Medical Services (EMS) Bureau of the Idaho Department of Health and Welfare. (11-19-76)

16. EMS Standards Manual. A manual published by the EMS Bureau detailing policy information including EMS education, training, certification, licensure, and data collection. (7-1-97)

17. Emergency Medical Technician-Ambulance (EMT-A). A designation issued to an EMT-B by the EMS Bureau of the Idaho Department of Health and Welfare on the basis of successful completion of supervised in-field experience. (7-1-97)

18. Emergency Medical Technician-Basic (EMT-B). An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare on the basis of successful completion of a basic EMT training program, examination, subsequent required continuing training, and recertification. (7-1-97)

19. Emergency Medical Technician-Paramedic (EMT-P). An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare on the basis of successful completion of a paramedic training program, examination, subsequent required continuing training, and recertification. (7-1-97)

20. First Responder. An individual certified by the EMS Bureau of the Idaho Department of Health and Welfare on the basis of successful completion of a first responder training program, examination, subsequent required continuing training, and recertification. (7-1-97)

21. Licensed EMS Services. Ambulance services and non-transport services licensed by the EMS Bureau to function in Idaho. (7-1-97)

22. National Registry Of Emergency Medical Technicians (NREMT). An independent, non-governmental, not for profit organization which prepares validated examinations for the state's use in evaluating candidates for certification. (7-1-97)

23. Non-Transport. A vehicle design or organizational configuration which brings EMS personnel or equipment to a location, but does not move any sick or injured person from that location. (7-1-97)

24. Out-Of-Hospital. Any setting outside of a hospital, including inter-facility transfers, in which the provision of EMS may take place. (4-5-00)

25. Physician. A person licensed by the State Board of Medicine to practice medicine or surgery or osteopathic medicine or surgery in Idaho. (11-17-96)

26. Pre-Hospital. Any setting (including standbys) outside of a hospital, with the exception of the inter-facility transfer, in which the provision of EMS may take place. (4-5-00)

27. State Health Officer. The Administrator of the Division of Health. (11-19-76)

28. Transfer. The transportation of a patient from one (1) medical care facility to another by ambulance. (4-5-00)

011. -- 099. (RESERVED).

100. STATEWIDE EMS ADVISORY COMMITTEE.

The Director will appoint a Statewide EMS Advisory Committee to provide counsel to the Department in administering the EMS 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. (7-1-97)

01. Committee 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)

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) representative of an air medical EMS organization; and (7-1-97)
 - n.** One (1) Emergency Medical Technician-Basic who represents the interests of Idaho providers certified at that level; and (4-8-94)
 - o.** One (1) Advanced Emergency Medical Technician Ambulance who represents the interests of Idaho providers certified at that level; and (7-1-97)
 - p.** One (1) Emergency Medical Technician-Paramedic who represents the interests of Idaho providers certified at that level; and (4-8-94)
 - q.** One (1) representative who is an administrative county EMS director; and (4-8-94)
 - r.** One (1) EMS instructor who represents the interests of Idaho EMS educators and evaluators; and (4-8-94)
 - s.** One (1) consumer; and (4-5-00)
 - t.** One (1) representative of a private EMS transport organization; and (4-5-00)
 - u.** One (1) pediatrician who represents the interests of children in the EMS system recommended by the Idaho Chapter of the American Academy of Pediatrics; and (3-30-01)
 - v.** One (1) board certified or equivalent pediatric emergency medicine physician. (3-30-01)
- 02. Responsibilities Of Committee.** 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 candidate selection policy and candidate performance requirements and recommending to the Division certification of standards for EMS personnel; (7-1-97)
 - 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)
 - f.** Reviewing and making recommendations on the licensing of non-transport services in Idaho. (7-1-97)

101. -- 199. (RESERVED).

200. EMS TRAINING PROGRAMS.

EMS training programs must meet all requirements in accordance with the standards listed in Section 201 of these

rules. In order for the EMS Bureau to verify compliance, the course coordinator must submit an application to the EMS Bureau before the course begins. The EMS Training Program may be approved by the EMS Bureau only if all requirements are met. The EMS Training Program must be approved in order for candidates to qualify for access to a certification examination. (7-1-97)

201. STANDARDS.

All training programs must be conducted in accordance with the following criteria: (7-1-97)

01. Course Coordinator. Each EMS training program must have a designated course coordinator who shall have overall responsibility for management of the course and specific duties, including: (7-1-97)

a. Documentation of candidate qualifications, attendance, skill proficiency, and clinical sessions; (7-1-97)

b. Advance scheduling and prior orientation of all other instructors and guest lecturers to the knowledge and skills objectives of the session being taught; (7-1-97)

c. Coordination of access for candidates into health care facilities and licensed EMS services in accordance with the curriculum of the course; (7-1-97)

d. Acquisition of equipment for all skills objectives within the curriculum being taught. (7-1-97)

02. Instructor Qualifications. The course instructor(s) conducting EMS training courses must meet the appropriate qualifications established in Sections 225 through 229 of these rules. (7-1-97)

03. Physician Oversight. AEMT-A and EMT-P training courses must be conducted under the direction of a physician. (7-1-97)

04. Curriculum And Equipment. Training courses must use course curricula approved by the State Health Officer and have access to equipment related to all skills objectives within the curricula. (7-1-97)

202. CERTIFICATION EXAMINATIONS.

Certification examinations shall be approved by the State Health Officer and conducted by individuals who are certified or licensed at or above the skill level being examined, or by registered nurses, or by licensed physicians. (7-1-97)

203. MONITORING OF INSTRUCTOR PERFORMANCE.

The EMS Bureau shall monitor instructor performance for all EMS training programs, including candidates' performance on National Registry and other standardized examinations, surveys of candidate satisfaction, and results of other evaluation instruments. Summary findings shall be made available to licensed EMS services and other organizations sponsoring EMS training programs. (7-1-97)

204. INSPECTION.

Representatives of the EMS Bureau are authorized to enter the training facility at reasonable times, for the purpose of assuring that the training program meets or exceeds the provisions of these rules and the EMS Standards Manual. (7-1-97)

205. CONSISTENCY WITH SCOPE OF PRACTICE.

All curricula approved for use in Idaho or used as the basis for certification by a candidate trained elsewhere must be consistent with the scope of practice established by the Board of Medicine for the level of certification requested by the candidate. (7-1-97)

206. CONSISTENCY WITH NATIONAL STANDARDS.

The EMS Bureau shall consider the National Standard Curriculum and the National EMS Education & Practice Blueprint as models for design or adaptation of EMS training program content and EMS certification levels. (7-1-97)

207. -- 224. (RESERVED).

225. QUALIFICATIONS OF FIRST RESPONDER COURSE INSTRUCTORS.

First Responder Course Instructors must be approved by the EMS Bureau, based on being certified for at least three (3) years at or above the level of the session of the curriculum being taught. (7-1-97)

226. QUALIFICATIONS OF EMT-BASIC COURSE INSTRUCTORS.

EMT-Basic course instructors must be approved by the EMS Bureau, based on the following requirements: (7-1-97)

01. Application. Submission of an application to the EMS Bureau; (7-1-97)

02. Adult Instructional Methodology. Completion of Division of Vocational Education/Idaho Emergency Services Training's sixteen (16) hour "EMS Instructor Training" course or equivalent; (7-1-97)

03. Orientation To The Curriculum. Completion of the Division of Vocational Education/Idaho Emergency Services Training's original twenty-four (24) hour "EMT Basic Instructor Orientation" course; or completion of a twenty-four (24) hour provider "EMT-Basic Transitional Course" plus Division of Vocational Education/Idaho Emergency Services Training's instructor-specific eight (8) hours "EMT Instructor Orientation" course; or equivalent; and (7-1-97)

04. Certification. Certification at or above the level of curriculum being taught, for at least three (3) years. Licensed individuals and other health care providers must also be certified at the EMT level. (7-1-97)

227. PRIMARY OR LEAD EMT-B INSTRUCTORS.

Primary or lead instructors shall be approved as EMT-Basic Course Instructors, shall personally instruct at least seventy-five percent (75%) of the didactic training of the course, and shall instruct or oversee the skills training in the curriculum. (7-1-97)

228. EMT-BASIC SKILLS INSTRUCTORS.

EMT-Basic skills instructors shall be approved as EMT-Basic Course Instructors and shall personally instruct the psychomotor portions of the curriculum. (7-1-97)

229. ADVANCED EMT AND EMT-PARAMEDIC INSTRUCTORS.

AEMT-A and EMT-P Instructors must be approved by the EMS Bureau based on having credentials, education or experience that correspond to the knowledge and skills objectives being taught. (7-1-97)

230. -- 299. (RESERVED).

300. AMBULANCE SERVICE STANDARDS.

In order to qualify for licensing as an ambulance service pursuant to Section 39-144, Idaho Code, the applicant shall demonstrate compliance with the following: (7-1-97)

01. Ambulances Vehicles. All ambulance vehicles must meet one (1) of the following conditions to be licensed: (7-1-97)

a. The vehicle meets or exceeds any federal, industry, or trade specifications or standards for ambulance vehicles as identified by the applicant. (7-1-97)

b. The vehicle has been uniquely configured or modified to meet specialized needs and has been inspected and approved by the EMS Bureau. (7-1-97)

02. Required Ambulance Equipment. Each ambulance must be equipped with the following: (7-1-97)

a. Medical care supplies and devices as specified in the Minimum Equipment Standards for Licensed EMS Services. Exceptions to the minimum equipment requirements may be granted by the EMS Bureau upon inspection, when the circumstances and available alternatives assure that appropriate patient care will be provided for

all foreseeable incidents. (7-1-97)

b. 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)

c. Safety equipment and personal protective supplies for certified personnel and other vehicle occupants as specified in the Minimum Equipment Standards, including materials to provide for body substance isolation and protection from exposure to communicable diseases pursuant to Section 39-145, Idaho Code. (7-1-97)

03. Ambulance Personnel. The ambulance service shall demonstrate that a sufficient number of personnel are affiliated with the service to accomplish a twenty-four (24) hour a day, seven (7) day a week response capability in accordance with Section 39-144 (3), Idaho Code. The service shall describe its anticipated staffing patterns per vehicle and shift on the application supplied by the EMS Bureau. The annual inspection by the EMS Bureau shall include a review of the ambulance service personnel staffing configuration. (7-1-97)

04. Records To Be Maintained. The ambulance service must maintain records of each ambulance response and submit them to the EMS Bureau at least quarterly in a form approved by the EMS Bureau. These records must include at least the following information: (7-1-97)

a. Name of ambulance service; and (11-19-76)

b. Date of response; and (7-1-97)

c. Time call received; and (11-19-76)

d. Time en route to scene; and (7-1-97)

e. Time arrival at scene; and (11-19-76)

f. Time service departed scene; and (7-1-97)

g. Time arrival at hospital; and (11-19-76)

h. Location of incident; and (11-19-76)

i. Description of illness/injury; and (11-19-76)

j. Description of patient management; and (11-19-76)

k. Patient destination; and (11-19-76)

l. Ambulance unit identification; and (11-19-76)

m. Identification and certification level of each ambulance crew member on the response; and (7-1-97)

n. Response outcome. (7-1-97)

05. Communications. Ambulance service dispatch shall be in accordance with Section 39-144 (4), Idaho Code. The application for licensure shall describe the radio, telephonic, or other electronic means by which patient care instructions from an authorized medical source will be obtained. The annual inspection by the EMS Bureau shall include a review of the ambulance service dispatch and communications configuration. (7-1-97)

06. Medical Control Plan. The ambulance service shall describe the extent and type of supervision by a licensed physician that is available to certified personnel. The annual inspection by the EMS Bureau shall include a review of the ambulance service medical control configuration. (7-1-97)

07. Medical Treatment Protocols. The ambulance service shall submit a complete copy of the medical treatment protocols and written standing orders under which its certified personnel will function with the application for licensure. (7-1-97)

08. Training Facility Access. The applicant shall describe the arrangements which will provide access to clinical and didactic training locations, in the initial application for service licensure. (7-1-97)

09. Geographic Coverage Description. Each application for initial licensure shall contain a specific description of the Idaho jurisdiction(s) that the ambulance service will serve using known geopolitical boundaries or geographic coordinates. (7-1-97)

10. Local Governmental Authorization. The applicant for initial and subsequent ambulance licensure shall document compliance with all local ordinances and ambulance district requirements for every jurisdiction that will be served by the applicant. (7-1-97)

11. Required Application. The applicant shall submit a completed application to the EMS Bureau to be considered for licensure. The most current standardized form shall be available from the EMS Bureau. An additional application may be required prior to subsequent annual inspection by the EMS Bureau. (7-1-97)

12. Inspection. Representatives of the EMS Bureau are authorized to enter the applicant's facility or other location as designated by the applicant at reasonable times, for the purpose of inspecting the ambulance services' vehicle(s) and equipment, ambulance response 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. (7-1-97)

13. License. Ambulance services must be licensed on an annual basis by the EMS Bureau. (7-1-97)

301. NON-TRANSPORT SERVICE STANDARDS.

In order to qualify for licensing as a non-transport service pursuant to Section 39-144, Idaho Code, the applicant shall demonstrate compliance with the following: (7-1-97)

01. Vehicles. All vehicles must meet one (1) of the following conditions to be licensed: (7-1-97)

a. The vehicle meets or exceeds standards for that type vehicle, including federal, industry, or trade specifications, as identified by the applicant and recognized and approved by the EMS Bureau. (7-1-97)

b. The vehicle has been uniquely configured or modified to meet specialized needs and has been inspected and approved by the EMS Bureau. (7-1-97)

02. Required Equipment For Non-Transport Services. Certified personnel shall have access to required equipment. The equipment shall be stored on a dedicated response vehicle, or in the possession of certified personnel. The application for licensure as a non-transport service shall include a description of the following: (7-1-97)

a. Medical care supplies and devices as specified in the Minimum Equipment Standards for Licensed EMS Services. Exceptions to the minimum equipment requirements may be granted by the EMS Bureau upon inspection, when the circumstances and available alternatives assure that appropriate patient care will be provided for all foreseeable incidents. (7-1-97)

b. Mobile or portable radio(s) on 155.340 MHZ and 155.280 MHZ frequencies with encoding capabilities to allow access to the Idaho EMS radio communications system; and (7-1-97)

c. Safety equipment and personal protective supplies for certified personnel and other vehicle occupants as specified in the Minimum Equipment Standards for Licensed EMS Services, including materials to provide for body substance isolation and protection from exposure to communicable diseases pursuant to Section 39-145, Idaho Code. (7-1-97)

03. Non-Transport Service Personnel. The non-transport service shall demonstrate that a sufficient

number of certified personnel are affiliated with the service to accomplish a twenty-four (24) hour a day, seven (7) day a week response capability. Exceptions to this requirement may be granted by the EMS Bureau when strict compliance with the requirement would cause undue hardship on the community being served, or would result in abandonment of the service. The annual inspection by the EMS Bureau shall include a review of the personnel staffing configuration. (7-1-97)

04. Records To Be Maintained. The non-transport service must maintain records of each EMS response in a form approved by the EMS Bureau that include at least the following information: (7-1-97)

- a. Identification of non-transport service; and (7-1-97)
- b. Date of response; and (7-1-97)
- c. Time call received; and (7-1-97)
- d. Time en route to scene; and (7-1-97)
- e. Time arrival at scene; and (7-1-97)
- f. Time service departed scene; and (7-1-97)
- g. Location of incident; and (7-1-97)
- h. Description of illness/injury; and (7-1-97)
- i. Description of patient management; and (7-1-97)
- j. Patient destination; and (7-1-97)
- k. Identification of non-transport service personnel on response and certification; and (7-1-97)
- l. Response outcome. (7-1-97)

05. Communications. The application for licensure shall describe the radio, telephonic, or other electronic means by which patient care instructions from an authorized medical source will be obtained. The annual inspection by the EMS Bureau shall include a review of the non-transport service dispatch and communications configuration. (7-1-97)

06. Medical Control Plan. The non-transport service shall describe the extent and type of supervision by a licensed physician that is available to certified personnel. The annual inspection by the EMS Bureau shall include a review of the non-transport service medical control configuration. (7-1-97)

07. Medical Treatment Protocols. The non-transport service shall submit a complete copy of the medical treatment protocols and written standing orders under which its certified personnel will function with the initial application for licensure. (7-1-97)

08. Training Facility Access. The applicant shall describe the arrangements which will provide access to clinical and didactic training locations, in the initial application for service licensure. (7-1-97)

09. Geographic Coverage Description. Each application for initial licensure shall contain a specific description of the Idaho jurisdiction(s) that the non-transport service will serve using known geopolitical boundaries or geographic coordinates. (7-1-97)

10. Local Governmental Authorization. The applicant for initial and subsequent licensure shall document compliance with all local ordinances and ambulance district requirements for every jurisdiction that will be served by the applicant. (7-1-97)

11. Required Application. The applicant shall submit a completed application to the EMS Bureau to be considered for licensure. The most current standardized form shall be available from the EMS Bureau. An additional application may be required prior to subsequent annual inspection by the EMS Bureau. (7-1-97)

12. Inspection. Representatives of the Department are authorized to enter the applicant's facility or other location as designated by the applicant at reasonable times, for the purpose of inspecting the non-transport services' vehicle(s) and equipment, non-transport response records, and other necessary items to determine eligibility for licensing by the state of Idaho. (7-1-97)

13. Non-Transport Service Minimum Standards Waiver. The controlling authority providing non-transport services may petition the EMS Bureau for waiver of the non-transport service standards of these rules, if compliance with the service standards would cause undue hardship on the community being served. (7-1-97)

14. License. Non-transport services must be licensed on an annual basis by the EMS Bureau. (7-1-97)

302. -- 319. (RESERVED).

320. DESIGNATION OF CLINICAL CAPABILITY.

All ambulance and non-transport licenses issued by the EMS Bureau shall indicate the clinical level of service which can be provided by the ambulance or non-transport service after verification of compliance with Section 300 or Section 301 of these rules. Agencies which provide certified personnel at the First Responder, EMT-B, or EMT-A level shall be designated as a Basic Life Support service. Agencies which provide certified personnel at the AEMT-A level shall be designated as an Intermediate Life Support service. Designation of services which function at or above the ALS level shall be issued in accordance with Section 340 of these rules. Licensed EMS Services may function at one (1) or more ALS levels corresponding to the designation issued by the EMS Bureau as a result of the application and inspection process required in Sections 300 and 301 of these rules. (4-5-00)

321. -- 324. (RESERVED).

325. PRE-HOSPITAL ADVANCED LIFE SUPPORT STANDARDS.

Pre-hospital ALS designation of an agency by the EMS Bureau is required for any agency which will advertise or supply clinical personnel and equipment capabilities which are within the scope of practice established under IDAPA 22.01.06, "Rules for EMS Personnel," Subsection 011.05, for the purposes of responding to emergencies in any 911 service area, standby, or other area on an emergency basis. Designation shall be for the same duration as the license issued to the EMS agency. An agency which has demonstrated compliance with Section 300 or Section 301 of these rules may qualify for Pre-hospital ALS designation if the following criteria are met: (4-5-00)

01. Personnel. The agency must have a sufficient number of EMT-Paramedics to assure availability of such personnel corresponding to the anticipated call volume of the agency. The agency is specifically prohibited from utilizing other licensed health care providers for pre-hospital and emergency responses to requests for EMS unless they are accompanied by or cross-trained and certified as an EMT-Paramedic. (4-5-00)

a. EMT-Paramedic personnel must hold current certification issued by the EMS Bureau in accordance with Sections 501 and 510 of these rules. (4-5-00)

b. An agency may use Ambulance-Based Clinicians who function with an EMT-P or are cross-trained and certified as an EMT-P. The agency shall verify that all Ambulance-Based Clinicians have successfully completed a formal training program of pre-hospital medical care which meets or exceeds the objectives of the curriculum approved by the State Health Officer. The agency shall assure that any Ambulance-Based Clinicians meet additional requirements of the corresponding licensing board. (4-5-00)

c. Personnel shall initiate advanced life support as authorized by the physician designated as the Medical Director of the agency, and other physicians providing on-line medical direction as specified in IDAPA 22.01.06, "Rules for EMS Personnel," Subsection 011.05. (4-5-00)

02. Required Documentation. The employment status and ongoing proficiency maintenance of the certified personnel and Ambulance-Based Clinicians associated with the agency must be documented on a periodic

basis to the EMS Bureau. (4-5-00)

a. The agency must submit a roster of all certified personnel and Ambulance-Based Clinicians with the application for licensure. Any change in the roster due to attrition or hiring must be documented to the EMS Bureau in writing within sixty (60) calendar days of the change. (4-5-00)

b. The agency must maintain documentation of continuing education, refresher courses, and proficiency assurance of all certified personnel and Ambulance-Based Clinicians in accordance with the EMS Standards Manual in effect at the time of designation and any EMS Standards Manual which takes effect during the designation period. (4-5-00)

03. Required Equipment. The agency vehicle(s) must be equipped with the Minimum Required Equipment listed in the Paramedic Ambulance section of the Minimum Equipment Standards incorporated in these rules. The agency must disclose all additional medical equipment routinely carried on the agency vehicle(s) not included in the Minimum Equipment Standards in the application provided by the EMS Bureau. (4-5-00)

04. Administrative License Action. A pre-hospital ALS designation may be suspended or revoked in accordance with Section 515 of these rules. The agency is specifically prohibited from advertising as or responding to requests for critical care transfer service unless the agency also holds critical care transfer service designation in accordance with Section 335 of these rules. (4-5-00)

326. -- 329. (RESERVED).

330. ADVANCED LIFE SUPPORT TRANSFER STANDARDS.

ALS Transfer designation of an agency by the EMS Bureau is required for any agency which will advertise or supply clinical personnel and equipment capabilities which are within the scope of practice established under IDAPA 22.01.06, "Rules for EMS Personnel," Subsection 011.05, for the purposes of providing medical care and transportation between medical care facilities. Designation shall be for the same duration as the license issued to the EMS agency. An agency which has demonstrated compliance with Section 300 or Section 301 of these rules may qualify for ALS Transfer designation if the following criteria are met: (4-5-00)

01. Personnel. The agency must have a sufficient number of personnel to assure availability corresponding to the anticipated call volume of the agency. (4-5-00)

a. EMT-Paramedic personnel must hold current certification issued by the EMS Bureau in accordance with Sections 501 and 510 of these rules. (4-5-00)

b. An agency which will advertise or provide ALS transfer of patients may use Ambulance-Based Clinicians as the medical care provider for those patients. The agency shall verify that all Ambulance-Based Clinicians have successfully completed a formal training program of out-of-hospital medical care which meets or exceeds the objectives of the curriculum approved by the State Health Officer. The agency shall assure that any Ambulance-Based Clinicians meet additional requirements of the corresponding licensing board. (4-5-00)

c. Personnel shall initiate advanced life support as authorized by the physician designated as the Medical Director of the agency, and other physicians providing on-line medical direction as specified in IDAPA 22.01.06, "Rules for EMS Personnel," Subsection 011.05. (4-5-00)

02. Required Documentation. The employment status and ongoing proficiency maintenance of the certified personnel and Ambulance-Based Clinicians associated with the agency must be documented on a periodic basis to the EMS Bureau. (4-5-00)

a. The agency must submit a roster of all certified personnel and Ambulance-Based Clinicians with the application for licensure. Any change in the roster due to attrition or hiring must be documented to the EMS Bureau in writing within sixty (60) calendar days of the change. (4-5-00)

b. The agency must maintain documentation of continuing education, refresher courses, and proficiency assurance of all certified personnel and Ambulance-Based Clinicians in accordance with the EMS

Standards Manual in effect at the time of designation and any EMS Standards Manual which takes effect during the designation period. (4-5-00)

03. Required Equipment. The agency vehicle(s) must be equipped with the Minimum Required Equipment listed in the Paramedic Ambulance section of the Minimum Equipment Standards incorporated in these rules. The agency must disclose all additional medical equipment routinely carried on the agency vehicle(s) not included in the Minimum Equipment Standards in the application provided by the EMS Bureau. (4-5-00)

04. Administrative License Action. An ALS Transfer designation may be suspended or revoked in accordance with Section 515 of these rules. The agency is specifically prohibited from advertising or responding to pre-hospital and emergency requests for ALS unless the agency also holds pre-hospital ALS designation in accordance with Section 325 of these rules. The agency is specifically prohibited from advertising as or responding to requests for critical care transfer service unless the agency also holds critical care transfer service designation in accordance with Section 335 of these rules. (4-5-00)

331. -- 334. (RESERVED).

335. CRITICAL CARE TRANSFER SERVICE STANDARDS.

Critical Care Transfer Service designation of an agency by the EMS Bureau is required for any agency which will advertise or supply clinical personnel and equipment capabilities requiring knowledge or skills not contained within the EMT-Paramedic curriculum approved by the State Health Officer. Designation shall be for the same duration as the license issued to the EMS agency. An agency which has demonstrated compliance with Section 300 of these rules may qualify for Critical Care Transfer Service designation if the following criteria are met: (4-5-00)

01. Personnel. The agency must have a sufficient number of personnel to assure availability corresponding to the anticipated call volume of the agency. (4-5-00)

a. EMT-Paramedic personnel must hold current certification issued by the EMS Bureau in accordance with Sections 501 and 510 of these rules. All EMT-Paramedics who will be the primary or the only care provider during critical care transfers must have successfully completed a formal training program in critical care transport which meets or exceeds the objectives of the curriculum approved by the State Health Officer. (4-5-00)

b. An agency which will advertise or provide ALS transfer of patients may use Ambulance-Based Clinicians as the medical care provider for those patients. The agency shall verify that all Ambulance-Based Clinicians have successfully completed a formal training program of out-of-hospital medical care which meets or exceeds the objectives of the curriculum approved by the State Health Officer. The agency shall assure that any Ambulance-Based Clinicians meet additional requirements of the corresponding licensing board. (4-5-00)

c. Personnel shall initiate critical care as authorized by the physician designated as the Medical Director of the agency, and other physicians providing on-line medical direction as specified in IDAPA 22.01.06, "Rules for EMS Personnel," Subsection 011.05. (4-5-00)

02. Required Documentation. The employment status and ongoing proficiency maintenance of the certified personnel and Ambulance-Based Clinicians associated with the agency must be documented on a periodic basis to the EMS Bureau. (4-5-00)

a. The agency must submit a roster of all certified personnel and Ambulance-Based Clinicians with the application for licensure. Any change in the roster due to attrition or hiring must be documented to the EMS Bureau in writing within sixty (60) calendar days of the change. (4-5-00)

b. The agency must maintain documentation of continuing education, refresher courses, and proficiency assurance of all certified personnel and Ambulance-Based Clinicians in accordance with the EMS Standards Manual in effect at the time of designation and any EMS Standards Manual which takes effect during the designation period. (4-5-00)

03. Required Equipment. The agency vehicle(s) must be equipped with the Minimum Required Equipment listed in the Paramedic Ambulance section of the Minimum Equipment Standards incorporated in these

rules. The agency must disclose all additional medical equipment routinely carried on the agency vehicle(s) not included in the Minimum Equipment Standards in the application provided by the EMS Bureau. (4-5-00)

04. Administrative License Action. A Critical Care Transfer Service designation may be suspended or revoked in accordance with Section 515 of these rules. The agency is specifically prohibited from advertising or responding to pre-hospital and emergency requests for ALS unless the agency also holds pre-hospital ALS designation in accordance with Section 325 of these rules. (4-5-00)

336. -- 339. (RESERVED).

340. ALS DESIGNATION CATEGORIES.

Licensed EMS services are permitted to hold any combination of designations achieved by meeting the standards in Sections 325, 330, and 335 of these rules. Licenses or the designations associated with them can not be assigned or transferred. A standard system of designation shall be used by the EMS Bureau to define which combination of clinical capabilities has been demonstrated by each ALS licensed EMS service. (4-5-00)

01. An ALS Level I. An ALS Level I license shall be issued by the EMS Bureau to any applicant which meets the requirements in Sections 325, 330 and 335 of these rules. (4-5-00)

02. An ALS Level II. An ALS Level II license shall be issued by the EMS Bureau to any applicant which meets the requirements in Sections 325 and 330 of these rules. (4-5-00)

03. An ALS Level III. An ALS Level III license shall be issued by the EMS Bureau to any applicant which meets the requirements in Sections 330 and 335 of these rules. (4-5-00)

04. An ALS Level IV. An ALS Level IV license shall be issued by the EMS Bureau to any applicant which meets the requirements in Section 330 of these rules. (4-5-00)

341. -- 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. -- 499. (RESERVED).

500. CERTIFICATION.

In order to practice or represent himself as a First Responder, EMT-B, AEMT-A, or EMT-P, an individual must maintain current certification issued by the EMS Bureau. (7-1-97)

501. INITIAL CERTIFICATION.

Upon successful completion of an EMS training program, a candidate who obtains a passing score on the National Registry examination corresponding to the level of certification being sought may apply for certification to the EMS Bureau. In addition, candidates must satisfy the following requirements: (7-1-97)

01. Affiliation Required. Candidates for certification at the EMT-B, AEMT-A, and EMT-P levels must have current affiliation with a licensed EMS service which functions at, or higher than, the level of certification being sought by the applicant; (7-1-97)

02. Required Identification. Candidates for certification at any level must have a state driver's license, an Idaho identification card which is issued by a county driver's license examining station, or identification card issued by the Armed Forces of the United States; and (7-1-97)

03. Criminal Background Check. A criminal background check shall be conducted for all applicants for initial certification in accordance with the standards and procedures established in IDAPA 16.05.06, "Rules Governing Mandatory Criminal History Checks". The Division or the EMS Bureau may require an updated or additional criminal background check at any time, without expense to the applicant, if there is cause to believe new or additional information will be disclosed. Denial without the grant of an exemption pursuant to IDAPA 16.05.06, shall result in denial or revocation of certification. (7-1-97)

04. Fee For Initial Certification. The fee for initial certification for AEMT-A and EMT-P shall be thirty five dollars (\$35). (7-1-97)

502. -- 509. (RESERVED).

510. CERTIFICATION DURATION AND RECERTIFICATION.

All certification is for the following specified intervals of time, during which time required continuing education, refresher courses and other proficiency assurances shall be completed in order to renew the certification. (7-1-97)

01. First Responder Certification. A First Responder shall be issued certification for three (3) years. The duration of initial certification may be up to forty-two (42) months from the date of examination. Continuing education and refresher course shall be conducted in accordance with the EMS Standards Manual in effect at the beginning of the certification interval. (7-1-97)

02. EMT-B Certification. An EMT-B shall be issued certification for three (3) years. The duration of initial certification may be up to forty-two (42) months from the date of examination. Continuing education, refresher course, and proficiency assurance documentation shall be conducted in accordance with the EMS Standards Manual in effect at the beginning of the certification interval. (7-1-97)

03. AEMT-A Certification. An AEMT-A shall be issued certification for two (2) years. The duration of initial certification may be up to thirty (30) months from the date of examination. Continuing education, refresher course, and proficiency assurance documentation shall be conducted in accordance with the EMS Standards Manual in effect at the beginning of the certification interval. The fee for recertification shall be twenty-five dollars (\$25). (7-1-97)

04. EMT-P Certification. An EMT-P shall be issued certification for two (2) years. The duration of initial certification may be up to thirty (30) months from the date of examination. Continuing education, refresher course, and proficiency assurance documentation shall be conducted in accordance with the EMS Standards Manual in effect at the beginning of the certification interval. The fee for recertification shall be twenty-five dollars (\$25). (7-1-97)

05. Required Documentation. Documentation of recertification requirements is due to the EMS Bureau prior to the certification expiration date. Failure to submit complete documentation of requirements by the certification expiration date renders the certification invalid and the candidate shall not practice or represent himself as certified personnel. (7-1-97)

06. Affiliation Required. Candidates for recertification at the EMT-B, AEMT-A, and EMT-P levels must have current affiliation with a licensed EMS service. (7-1-97)

511. LAPSED CERTIFICATION.

After the expiration date of certification issued by the EMS Bureau, the certification shall no longer be valid unless required recertification documentation has been submitted. No grace periods or extensions to an expiration date may be granted. (7-1-97)

01. Reinstatement Of Certification. An individual may submit recertification documentation up to a maximum of two (2) years following the certification expiration date. In order for certification to be reinstated individuals must meet the requirements for initial certification. Continuing education proportionate to the amount of time since the last recertification must be documented. (7-1-97)

02. Re-Entry. An individual whose certification has been expired for more than two (2) years must obtain NREMT registration and submit proof of current NREMT registration with an application for certification. All other requirements for initial certification must be met. (7-1-97)

512. SURRENDER OF CERTIFICATION.

An individual who possesses current certification may relinquish that certification at any time by submitting a letter of intent to the EMS Bureau. This action may not prevent investigative or disciplinary action against the individual, which may take place thereafter. (7-1-97)

513. REVERSION.

An individual who possesses current certification may relinquish that certification and receive a certification at a lower level with the same expiration date as the original certification. The individual must meet all requirements for initial certification. This action may not prevent investigative or disciplinary action against the individual which may take place thereafter. (7-1-97)

514. RECIPROCIITY.

An individual who has successfully completed an EMS training program approved by another state, U.S. Territory, or branch of the U.S. Armed Services may apply for EMS certification if the individual satisfies the criteria for initial certification and has current NREMT registration or state EMS certification at or above the level of certification being sought. (7-1-97)

515. ADMINISTRATIVE LICENSE ACTION.

Any license or certification may be suspended, revoked, denied, or retained only upon compliance with conditions imposed by the Bureau Chief, for any action, conduct, or failure to act which is inconsistent with the professionalism and/or standards established by these rules, including but not limited to the following: (7-1-97)

01. Any Violation. Any violation of these rules. (7-1-97)

02. Failure To Maintain Standards Of Knowledge And/Or Proficiency. Failure to maintain standards of knowledge and/or proficiency required under these rules; (7-1-97)

03. A Lawful Finding. A lawful finding of mental incompetency. (7-1-97)

04. Performance Of Duties. Performance of duties pursuant to said license or certificate while under the influence of alcohol or any illegal substance. (7-1-97)

05. Any Conduct, Action, Or Conviction. Any conduct, action, or conviction which does or would result in denial without exemption of a criminal history clearance under IDAPA 16.05.06, "Rules Governing Mandatory Criminal History Checks". (7-1-97)

06. Discipline, Restriction, Suspension Or Revocation. Discipline, restriction, suspension or revocation in any other jurisdiction. (7-1-97)

07. Any Conduct, Condition, Or Circumstance. Any conduct, condition, or circumstance determined by the Bureau Chief which constitutes a danger or threat to the health, safety, or well-being of persons or property. (7-1-97)

08. Performing Any Medical Procedure Or Providing Medication. Performing any medical procedure or providing medication which deviates from or exceeds the scope of practice for the corresponding level of certification established under IDAPA 22.01.06, "Rules for EMS Personnel". (4-5-00)

09. Providing Any Service Without Licensure Or Designation. Advertising or providing any service which exceeds the level of licensure and ALS designation; responding to any jurisdiction outside of the coverage area declared on the current EMS service application, with the exception of responses to any locally declared disaster when the response is specifically requested by the incident commander or his designee; or responding in a manner which is in violation of the county EMS ordinance in which the call originates. (4-5-00)

10. Falsification Of Applications Or Reports. The submission of fraudulent or false information in any report, application, or documentation to the EMS Bureau. (4-5-00)

516. -- 599. (RESERVED).

600. WHO MAY REPORT A DISCIPLINARY VIOLATION.

Any person who knows of a violation of any law or rule by the holder of an emergency medical services certificate issued pursuant to these rules may report the violation to the EMS Bureau. (7-1-97)

601. PRELIMINARY INVESTIGATION.

The EMS Bureau shall make a preliminary investigation of all the facts and circumstances surrounding the reported facts and events and shall make a report of such facts to the Emergency Medical Services Advisory Committee Disciplinary Subcommittee for a recommendation of appropriate action. The subject of the investigation shall be given an opportunity to respond in writing, or at the option of the EMS Bureau, in person, to the reported violation. (7-1-97)

602. CONFIDENTIALITY OF INVESTIGATION.

Preliminary investigations and papers in connection with them shall be confidential until a notice of certificate action is issued. (7-1-97)

603. NOTICE OF CERTIFICATE ACTION.

The Bureau Chief shall notify the certificate holder of any intended license action, or shall notify the certificate holder that no action will be taken. If the certificate holder fails to file an administrative appeal, the intended license action shall become effective without further notice. (7-1-97)

604. -- 996. (RESERVED).

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, IDAPA 16.05.01, "Rules Governing the Protection and Disclosure of Department Records". (7-1-97)

998. -- 999. (RESERVED).

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