

Coastal Valleys EMS Agency
Administrative Policies – Summary of changes

General Format Changes	
Removed Header	EMS and Medical Director approval, and the Health and Safety Code Authority will be added to the cover page of the Admin Policy Manual. Effective/Review dates will be moved to the footer.
Any reference to CVEMSA/EMS Agency will now be “LEMSA”.	
Numbering hierarchy change to be consistent with treatment guidelines.	
Policy number changes, see specific policy summary.	
Upon removing several policies, many policies renumbered to remain sequential.	
All California Code of regulations are generic to reference title 22 division 9 due to EMSA restructuring the division.	During this most recent revision process of the LEMSA admin policies, EMSA is restructuring the division.
Several Policies have been deleted or combined with others	To streamline and consolidate like policies.
Section Number	Comments
Section 1000 – System Organization and Management (listed by updated number)	
1001 EMS Plan Report and Assessment	New Policy
1002 Medical Control – LEMSA (EMS) Medical Director	
a. Removed “annual” review of policy requirements to “regularly”.	CVEMSA has a robust policy development committee and collaborative process that identifies policies needing revisions/updates. An annual review of all policies would limit the committee’s capacity to set priorities and make important policy changes that impact patient care.
b. Simplified language to include all level of EMS Providers	EMS provider levels are subject to change per the California Health and Safety Code. New language allows the policy to remain consistent regardless of changes to the California Health and Safety Code.
c. Removed reference to AED, EMR, EMT, Advance EMT, and Paramedic training programs.	All EMS training programs are reference in a separate section of the policy. Removed to simply and avoid unnecessary redundancies.
d. Removed “verification” of Paramedics.	The LEMSA is responsible for local accreditation of paramedics.
e. Cleaned up language to accurately reflect the role and responsibilities of the LEMSA.	
1003 Scene Management and Authority	
a. Removed large section language verbatim of the California Health and Safety Code language.	Revised language is more concise and remains consistent with the California Health and Safety Code. Reviewed several other LEMSA’s policies.
b. Added physician on-scene language.	
1004 Emergency Medical Service Committees	
a. Renamed from Emergency Medical Care Committee	Includes additional stakeholder meetings, not just EMCC.
1005 Policy Development	
a. Updated internal LEMSA review process	Removed time constraints for internal review.
b. Formalized the process for public comment submissions and review	
c. EMS Special Memorandum section replaces “Treatment Policy Revisions Prior to Scheduled Review”	
d. Removed EMS aircraft language regarding implementation of policy/protocols in conflict with the LEMSA policy/protocols.	Information regarding EMS Aircraft Policies is now available in the LEMSA policy 4007 EMS Aircraft.
e. Added hearing process to be consistent with the EMS Ordinance.	
1006 On-Viewing Medical Emergencies	
a. Provide direction if an incident occurs within an exclusive operating area (EOA) and ensure patient safety.	Previous language left the transport decision to incident command and did not reference an EOA.
1007 LEMSA System Observation	
a. New Policy	The LEMSA Observation Policy program is designed to provide an opportunity for oversight, observation, and review of the EMS system operations.
1008 Exclusive Operating Area	New Policy

Combined, Deleted or Moved Sections (listed by current online or last posted number)	
1000 EMS Administration and Organization	Not an administrative policy
1001 Medical Control	Renumbered to 1002
1002 Online Medical Control	Content of the policy was added to <i>1001 Medical Control – LEMSA (EMS) Medical director</i> and online medical control language will be added to <i>5002 Base Hospital</i> .
1006 Report of Personal Injuries Resulting from Assaultive or abusive conduct	Proposed for movement to treatment guidelines section 8000
1008 EMS Response to Hazardous Materials	Proposed for movement to treatment guidelines section 8000
1009 Crime Scene Management	Proposed for movement to treatment guidelines section 8000
1010 Organ Donor Procurement	Proposed for movement to treatment guidelines section 8000
Section 2000 – Staffing and Training (listed by updated number)	
2001 Paramedic Accreditation	
a. Interim accreditation process outlined with additional flexibility for independent practice.	
b. Orientation criteria updated	
2002 Training Programs	Includes all levels of training programs
a. Outlines approval process for each training program tier	
b. Outlines scope of practice for each training program tier	
c. Outlines procedure for suspension or revocation for each training programs	
d. Includes CE Providers as an approved training program	
2003 EMT Certification Review-Discipline Process	New Policy - Created to meet LEMSA Obligations, no change to current practice.
2004 County Evaluators and Preceptor	
a. Added LEMSA Medical Director Approval or “Designee”	
b. Clarifies approval process/notification.	
c. Removed reference to prehospital liaison nurse	
2005 Special Event Paramedic Accreditation	
a. Includes Accreditation	
b. Includes Scene Management (Physician on-scene staffed by event)	
c. Definitions added to Policy Purpose	
d. First Responder Fee replaced with “Special Event Paramedic Fee”	
e. Added new Section: Special Event Operations	
2006 EMT Certification Policy	
a. Revised to meet regulatory requirements	
2007 Flight Paramedic	
NO NOTES	
Combined, Deleted or Moved Sections (listed by current online or last posted number)	
2001 Ambulance Operations	Deleted - Language in this policy is already covered in policy 4001 Emergency and/or ALS Ambulance Permits a. Aircraft section is covered in EMS Aircraft b. Ambulances based outside the county is covered in 4001 Ambulance Service Provider Permits c. Ambulance Safety and Emergency Equipment is covered in 4001 Ambulance Service Provider Permits
2002 Prehospital Continuing Education (CE) Provider	Combined- now part of Training Programs
2004 EMT Training Programs	Combined – now part of Training Programs
2005 EMT Certification Review – Discipline Process	Now 2003 with updated language
2006 Paramedic Training Program	Combined – now part of Training Programs
2007 County Evaluators and Preceptors	Renumbered to 2004
2008 Prehospital Continuing Education Provider (CE)	Combined – now part of Training Programs
2009 Special Event Accreditation	Renumbered to 2005
2010 Base Hospital Physicians	Combined – now part of Base Hospitals
2011 EMT Certification	Renumbered to 2006
2012 Paramedic Accreditation	Renumbered to 2001
2013 Flight Paramedic	Renumbered to 2007
2014 Base Hospital Physician	Combined – Language added to policy 5002 Base Hospital
Section 3000 – Dispatch(listed by updated number)	
3001 EMS Dispatch Centers	

a. Simplified dispatch personnel & staffing	
b. Removed specific dispatch procedures	
c. Referenced need for accreditation	
3002 Dispatch Channels	
a. Removed individual provider names	Referenced as “authorized EMS providers”
b. Reference dispatch centers published radio frequencies	Encompasses all designated dispatch centers within the region and allows changes to be made outside of policy changes.
3003 Availability of Ambulances	
a. Cleared up the definition of a available ambulance	
b. Removed specific references to individual County Dispatch centers and zones.	
c. Add section “prohibited dispatch”	Relevant section added from 3006 Prohibited Dispatch
3004 Medical Dispatch Standards	
a. New Policy	Needed to provide medical direction for emergency medical dispatching
Combined, Deleted or Moved Sections (listed by current online or last posted number)	
3002 Dispatch Responsibilities	Combined - Language captured in 3001 EMS Dispatch Centers
3003 EMS Dispatch Center Staffing	Combined - Language captured in 3001 EMS Dispatch Centers
3004 Dispatch Channels	Renumbered to 3002
3005 Availability of Ambulances	Renumbered to 3003
3006 Prohibited Dispatch	Combined - Relevant section added to 3003 Availability of Ambulances
3007 Ambulance Zones	Combined – Added section to 3003
3008 Adjustments of Ambulance Zones	Combined – Added section to 3003
3009 Disrupted Communications	Delete from commination section. Add statement to treatment guideline 1001 general medical care.
Section 4000 – Response and Transportation (listed by updated number)	
4001 ALS First Responder Authorization and Approval Process	
a. New Policy	New policy to bring the LEMSA into compliance with 22CCR § 100096.01. Paramedic Service Provider. 100096.01.(a) A LEMSA with an ALS system shall establish policies and procedures for the approval, designation, and evaluation through its EMSQIP, of all paramedic service provider(s).
4002 Vehicles	
a. Simplified language for Clarity	
b. Establishes minimum ambulance standards	
4003 Supplies and Medications	
a. Added provisions for medication shortages	
b. Current minimum supply lists incorporated by reference via weblink.	
4004 Ambulance Service Provider Permits	
a. New Policy	provides process for PERMITTING ambulance service Operators in accordance with Sonoma County code.
4005 EMS Aircraft	
a. No Edits	
4006 Procedures for Paramedic Practice Outside of LEMSA	
a. Incorporated alternate medications list by reference via weblink.	
b. Minimum fire line inventory moved to minimum supply list.	
4007 Public Safety Defibrillation	
a. No Edits	
4008 Turnover of Patient Care	
a. Revised 4/11/24, no changes.	
4009 Ambulance Patient Offload Times (APOT)	
a. Added transfer of care signature requirement	
4010 EMT Transport of Emergent Patients	
a. Revised 4/11/24, no changes	
4011 Leave Behind NARCAN	
a. No changes	
Combined, Deleted or Moved Sections (listed by current online or last posted number)	
4001 Personnel identification	Combined with 1003 Scene Management

4003 Vehicles	Renumbered to 4002
4004 Supplies and Medications	Renumbered to 4003
4006 Active Shooter - listed on website to be discussed at roadmap	Proposed for movement to treatment guidelines section 8000
4007 EMS Aircraft	Renumbered to 4005
4008 Turnover of patient care	Proposed for movement to treatment guidelines section 8000
4009 Procedures for CVEMSA Paramedics outside region	Proposed for movement to treatment guidelines section 8000
4010 EMT Transport of Emergent Patients	Proposed for movement to treatment guidelines section 8000
4011 Public Safety Defibrillation	Renumbered to 4007
4012 Ambulance Patient Offload Times	Renumbered to 4010
4013 Leave Behind Narcan	Renumbered to 4011
4014 STAT (Emergency) Ambulance Transfer	
4018 (old Admin 4013) Nerve Agent Antidote Administration	Moving to treatment guidelines 8000s
5000 Facilities (listed by updated number)	
5001 Receiving Hospital	
a. Removed reference to JCAHO	Corrected to and CMS recognized accrediting body
b. Aligned with hospital contract language	
c. Added APOT, HCC and HIE language	
5002 Base Hospital	
a. Removed reference to JCAHO	Corrected to and CMS recognized accrediting body
b. Aligned with hospital contract language	
c. Added APOT and HIE language	
5003 STEMI Receiving Centers	
a. State criteria no longer requires 200 PCI annually	Subject to Updates from State
b. Aligned with hospital contract language	
5004 Trauma Receiving Centers	
a. New Policy	Subject to Updates from State
Tabled until regulations updated – Are those done?	
5005 Stroke Receiving Centers	
a. New Policy	Subject to Updates from State
5006 Hospital Emergency Services Downgrade or Closure Impact Evaluation	
a. Removed language that suggests the LEMSA has the authority to approve/deny hospital closures.	
b. Made LEMSA requirements to reference Health and Safety Code.	
Combined, Deleted or Moved Sections (listed by current online or last posted number)	
5004 Base / Receiving Hospital Notifications	Moving to treatment guidelines – 8000s
5005 Hospital Emergency Services Downgrade or Closure Impact Evaluation	Renumbered to 5006
5006 Level IV Trauma Center	Renumbered to 5004 - Changed name to include all levels of trauma
6001 EMS PROVIDER DATA REQUIREMENTS	
a. Merged Data and ePCR requirements	Combined 6004 and 6005 to be new 6001
b. Updated ePCR and CAD data standards	
c. Clarified definitions and scope	Expanded incident and patient definitions
d. Added technical downtime and system recovery guidance	Documentation and catch-up procedures
e. Incorporated core measures and quality improvement	California EMSA Core measures added.
6002 EMS System Continuous Quality & Performance Improvement Framework	
a. New unified policy	Previously 6001 and 6002
b. Updated CQI practices	Integrating human factors and systems science
c. Introduce national / state benchmarks	NEMSQA, EMSA Core measures
d. Communications and collaboration enhancements	
6003 EMS Event Reporting	
a. Rewrite of structure for clarity	
b. Clarify definitions and reporting criteria	
c. Reinforced reporting timelines and expectations	
d. Added internal review expectations	

e. Added reference documents	EMS event reporting reference guide and Provider CQI event review template
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