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DATE: May 30, 2019

TO: EMS System Medical Directors
EMS System Coordinators

FROM: Winfred C. Rawls, Deputy Director
Office of Preparedness and Response

Leslee Stein-Spencer R.N., M.S., Acting Division Chief
EMS and Highway Safety

SUBJECT: Non-Compliance with State Pre-hospital Patient Care Reporting Requirements

As you are aware from multiple previous communications, there are EMS providers in your EMS system that are not reporting, or not consistently reporting EMS Data to your EMS system or IDPH. Copies of previous memos are attached for your reference. A list of the non-compliant EMS providers within your EMS system is also attached.

Under Section 50/3.40(b) of the EMS Act, the EMS System Medical Director has: "...the responsibility and authority for total management of the System...". See 210 ILCS 50/3.40(b). This includes supervision of EMS providers and ongoing quality assurance of pre-hospital care.

Under Section 515.350(a) of the EMS Code:

"A patient care run report shall be completed by each Illinois-licensed transport vehicle service provider for every inter-hospital transport and pre-hospital emergency call, regardless of the ultimate outcome or disposition of the call".

Section 515.340(b) states:

"All non-transport vehicle providers shall document all medical care provided and shall submit the documentation to the EMS System within 24 hours. The EMS System shall review all medical care provided by non-transport vehicles and shall provide a report to the Department upon request". See 77 Ill Adm. Code 515.340.

A number of EMS providers operating under your authority are in violation of the above rules. This lack of reporting effects how your EMS System performs adequate quality assurance in the absence of EMS run reports. In addition, without such data, IDPH is deprived of important

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information it needs for quality assurance, spotting trends, and other important public health purposes.

IDPH has previously made it clear that any EMS provider not in compliance by June 15, 2019, will face a license action. Given the potential number of non-compliant EMS providers in your EMS system, multiple EMS license actions may occur. This may cause significant changes in the timely availability of pre-hospital care within the geography covered by your EMS System.

With this letter, IDPH is requesting that the EMS System develop an immediate written corrective action plans that:

1. Notifies each non-compliant EMS provider and requests an immediate written plan of correction from each provider;
2. Brings each of your system's non-compliant EMS providers into compliance by June 15, 2019; and
3. Going forward, monitors each EMS provider's compliance with the above provisions and which also triggers prompt action when an EMS provider fails to submit an EMS run report within 24 hours.

IDPH requests that the EMS System submit a written Plan of Correction to IDPH by June 10, 2019. Please email your plan to dan.lee@illinois.gov.

Regardless of any plan of correction, any EMS provider not in compliance by June 15, 2019, will face a license action.

cc: Dan Lee, MPH, MBA
Jonathan Gunn, JD, MICT