

# EMS & TRAUMA SYSTEMS

PORTLAND STATE OFFICE BUILDING | 800 NE OREGON STREET, SUITE 465, PORTLAND, OREGON 97232-2162



## **Ambulance Service Areas and Plans: A Primer for LPHAs**

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# Oregon EMS and Trauma Systems Program

Emergency Medical Services & Trauma Systems Program scope and role includes:

- Establish & maintain emergency medical systems, including trauma systems
- Train & license EMS Providers
- License ambulance agencies & vehicles
- Monitor EMS Medical Directors in coordination with Oregon Medical Board
- **Approve Ambulance Service Area plans**
- Develop & maintain a statewide EMS prehospital care registry Oregon EMS Information System (OREMSIS)
- Develop & monitor a statewide trauma system including the Trauma Registry



## Ambulance Service Plans (ASP)

County role— [ORS 682.062](#) and [OAR 333-260](#)

- Each county shall **develop** an ASP or
- Two or more contiguous counties **may develop** one plan relating to the need for and coordination of ambulance services and establish one or more ambulance service areas for the efficient and effective provision of ambulance services
- Counties shall **adopt and enforce** an ASP
- Additional requirements for adoption of ASP – **consider** all submissions, **ensure applicants meet** all plan requirements, **consider** all existing boundaries and shall **avoid granting** certain preferences [ORS 682.063](#)



## Ambulance Service Plans (ASP)

OHA role — [ORS 682.062](#) and [OAR 333-260](#)

- **Establish rules** for ASPs that specify:
  - Subjects to be addressed in plan for ambulance services and areas
  - Subjects to be addressed in the adoption of a plan and
  - Consideration unique circumstances of local districts
- OHA must **approve plans** that meet the requirements within sixty (60) days of receiving the plan



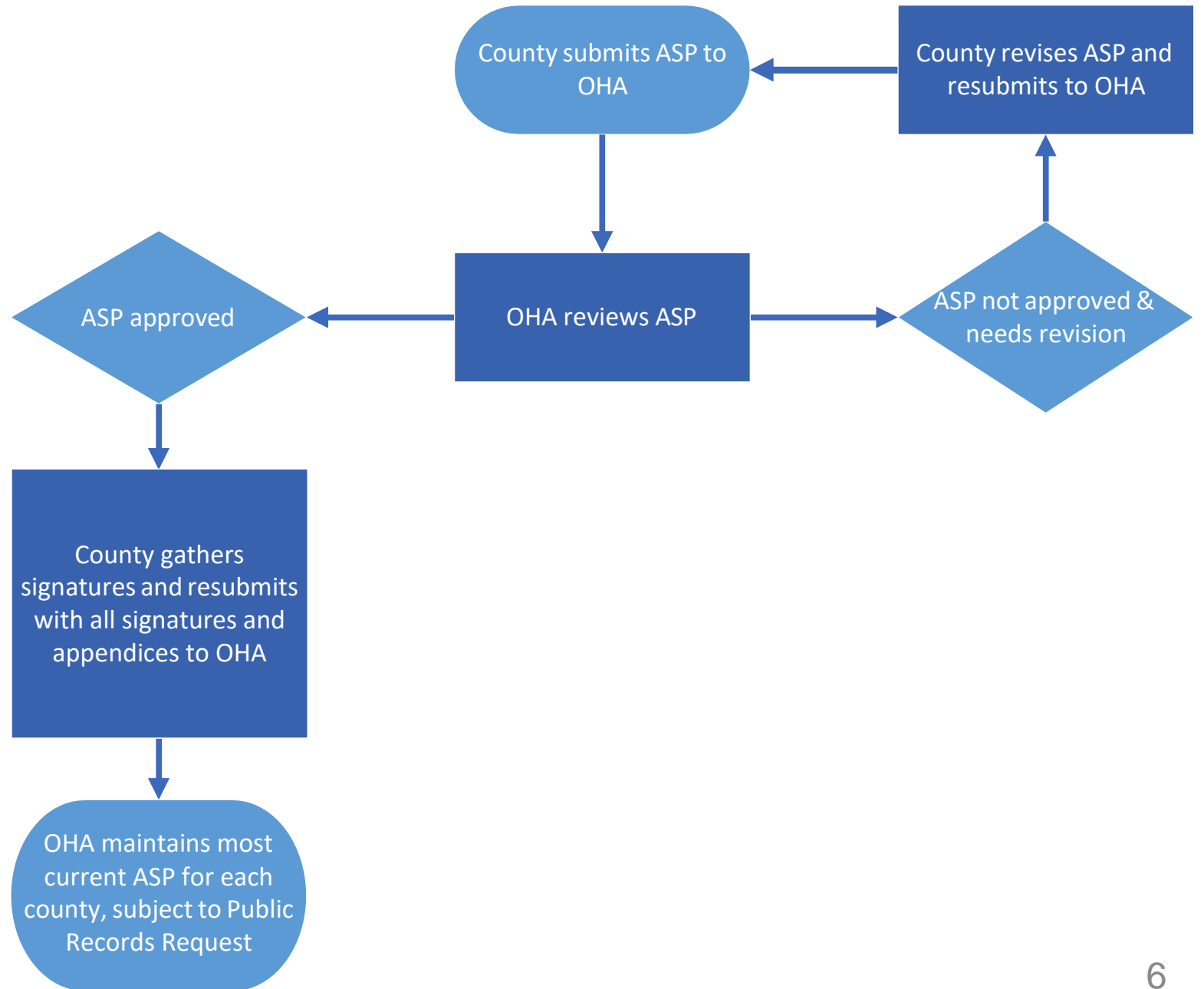
# Ambulance Service Plans (ASP) Requirements

## ASP rules [OAR 333-260-](#)

- **Processing requirements** -0030
- **Boundaries** -0040
  - maps and response times
- **System Elements** -0050
  - 911, transfers, level of care, personnel, medical supervision, Quality Improvement etc.
- **Coordination** -0060
  - Mutual aid, disaster response, emergency communications and more
- **Provider Selection** -0070
  - County role, process requirements for ASA application, assignment, and designation etc.



## ASP Review Process:





## County Submits ASP for Review

- Reasons for submission:
  - County has revised or fully update their ASP (ORS 682.062)
  - County has received a request of OHA with reminder to update
    - OAR 333-260-0020(7): The Division shall review each county plan no less than once every five years to ensure compliance with the statutes and administrative rules pertaining to a county ambulance service area plan.
- County emails a complete ASP with all appendices to OHA-EMS ASP Coordinator at [julie.k.miller@oha.oregon.gov](mailto:julie.k.miller@oha.oregon.gov) or [ems.trauma@odhsoha.oregon.gov](mailto:ems.trauma@odhsoha.oregon.gov)



## OHA-EMS ASP Review

- OHA-EMS, ASP Coordinator confirms receipt of County's ASP
- County ASP is placed in the queue for review (OHA has 60 days to complete review)
- County will be notified once the review begins
- A typical ASP takes more than one round of review
- *Oregon Ambulance Service Plan Compliance Tool* is used for ASP Review (OHA is finalizing to post)
- Upon review completion, OHA emails the County with either a Further Development Required or an OHA Approved Letter



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## County Updates ASP with Further Development Required & OHA Reviews

### County:

- If further development is required, county makes changes to their ASP and resubmits updated revised ASP, and all appendices, to OHA-EMS

### OHA:

- OHA-EMS repeats the review process
- OHA-EMS will notify the county of further development required or OHA ASP Approval



## County's Final Steps

When plan is approved by OHA-EMS:

- County obtains Governing Body signatures and “certifies” ASP
- Certified, signed copy, with all appendices, are submitted to OHA-EMS



## Tips For a Successful Review

- The goal of OHA is to help counties develop and adopt plans that support healthy ambulance service systems, avoid unnecessary conflicts and are enforceable by the county
- When submitting the ASP for review, attach the full ASP and all correctly labeled appendices
- Review the plan to ensure that any citations or definitions are aligned with current statute, administrative rule or other ordinance
- Formatting- encourage a careful review of grammar, spelling, and formatting issues prior to submitting for OHA approval



## Tips For a Successful Review

- Update naming conventions for EMS providers. Use only Emergency Medical Responder (EMR), Emergency Medical Technician (EMT), Advanced EMT (AEMT), EMT-Intermediate (EMT-I) or Paramedic.
- Include all EMS Levels in definitions (AEMT was a new level added in 2011).
- Use full label when referring to a license “Ambulance Service License”, “Ambulance Vehicle License” or “EMS Provider License.” Use OAR 333, Divisions 250, 255 and 265
- MAPS – current (cities, roads, boundaries) digitized, clear and readable



## Tips For a Successful Review

OAR 333-260-0020(7) and 333-260-0070 Provider Selection: Plans often lack enough detail to describe an enforceable provider selection process.

Addressing “Right of First Refusal” for ambulance non-emergency and interfacility transfers OAR 333-260-0050(b)

OAR 333-260-0050(3) Inadequately developed quality improvement plan:

- Who will administer QI
- When will QI occur
- What will be reviewed
- Response when problems or violations are identified

OAR 333-260-0050(3)(c) problem resolution should include avenues for public, other ASA providers, first response agencies and hospitals. If violations of the plan, ORS or OAR are identified, what sanctions will occur and how will OHA be notified?



## Tips For a Successful Review

### Most common corrections needed:

- Changing certification or recertification to license or license renewal throughout the ASP
- Changing EMT or EMTs to EMS Providers when referring to EMS Providers as a whole
- Including phone numbers other than 911 (what happens if 911 is down?)
- ASA Boundaries- Narrative Description

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## Questions?

- Enter question in the Comment Box
- Raise your hand and we will call on you
- Email questions to OHA-EMS Ambulance Service Plan Coordinator at [julie.k.miller@oha.oregon.gov](mailto:julie.k.miller@oha.oregon.gov) or [ems.trauma@odhsoha.oregon.gov](mailto:ems.trauma@odhsoha.oregon.gov)



# Ambulance Service Plan (ASP) Resources

[ORS 682](#)

Regulation of Ambulance Services and Emergency Medical Services Providers

[OAR 333-260](#)

Ambulance Service Areas

[OAR 333-250](#)

Ambulance Service Licensing

[OAR 333-255](#)

Ambulance Licensing



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**Contact Us:**

**ASP Submission, ASP Review Status and Questions:**

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[ems.trauma@odhsoha.oregon.gov](mailto:ems.trauma@odhsoha.oregon.gov)