PROPOSED EMERGENCY MEDICAL SERVICES DEPARTMENT ORDINANCE
TO BE CODIFIED AT ARTICLE IV, DIVISION 20

Sec. 2-501 – Established; appointment

An Emergency Medical Services ("EMS") department is hereby established, to provide first responder and EMS Services to the public, which were previously provided by contract with a private corporation. The Town of Lisbon finds it necessary to the public health and safety to provide EMS to the public pursuant to and consistent with the level of licensure that may be obtained from EMS Maine, a department of the State of Maine.

Sec. 2-502 – Acquisition of Real and Personal Property

The Town Council shall have the authority and full discretion to enter into one or more contracts with any private entity or entities for the acquisition of real and personal property as necessary to commence operations of the EMS department.

Sect. 2-503 – Mutual aid and billing contracts

The Lisbon Town Council shall have the authority to enter into Mutual Aid Agreements, Memoranda of Agreement, or Interlocal Agreements with other municipal or quasi-municipal entities regarding the provision of EMS Services by the Town of Lisbon. The Town Council will have the authority to set EMS billing rates, enter into a contract for outside medical billing company and medical billing collections company.

Sec. 2-504. Position of EMS Chief.
There shall be an EMS Chief, appointed by the town manager and subject to confirmation by the town council. The EMS Chief shall be a full-time employee and shall be subject to the Personnel Policy. The Town Manager shall have authority to supervise, discipline, or remove the EMS Chief as provided in the Personnel Policy.

The EMS Chief shall have the duty and authority to:

(a) Direct, supervise and control all town EMS licensed personnel in the performance of emergency operations within the municipality.
(b) Maintain communications and coordination for all licensing of all Department employees as required by EMS Maine and all other state or federal agencies
(c) Be authorized, with the approval of the town manager, to promulgate administrative rules and regulations and operating procedures relating to municipal Emergency Medical Services, consistent with state statutes and town ordinances.
(d) Provide a training program for EMS licensed personnel and first responders within the town in cooperation with appropriate governmental agencies.
(e) Provide for the maintenance of all town-owned EMS equipment and buildings used by the EMS department and maintain a capital program for replacement, repair and improvement of equipment and buildings.

(f) Prepare and submit annually to the town manager a proposed budget relating to Emergency Medical Services.
(g) Compile and maintain data, prepare reports and such other information as required by state laws, rules, or regulations;
(h) Provide proper and necessary training for those persons responsible for the efficient delivery of Emergency Medical Services.
(i) Perform all other duties required by Town Charter, town ordinances, state law or as may from time to time be requested by the town manager and/or town council.
(j) If funding permits, designate an Assistant Director for instances where the Director is unavailable or unable to perform the duties and responsibilities of the position, subject to confirmation by the Town Manager.

Sec. 2-505. Staffing

There shall be such staff and EMS licensed personnel as may be approved by the Town Manager and hired by the ~~Town Manager~~EMS Chief ~~upon recommendation by the EMS Chief~~, subject to funding and appropriations as authorized by the approved annual budget. ~~as approved at Town Meeting to provide adequate Emergency Medical Services to the Town of Lisbon and any contracted towns/cities~~.

Sec. 2-506. Billing

The purpose of this section is to establish billing and collection for user fees and beneficiaries with the intention of providing efficient, effective and sustainable Emergency Medical Services and offset direct costs.

(a) Definitions

911 Call – A call made to a 911 Public Safety Answering Point requesting the response of an ambulance for a medical emergency.

Advanced Life Support (ALS)

ALS-1: Providing transportation by ground ambulance vehicle, medically necessary supplies and services, and either and ALS personnel or the provision of at least on ALS intervention.

ALS-2: Providing transportation by ground ambulance vehicle, medically necessary supplies and service, and the administration of a least 3 medications by intravenous push/bolus, or by continuous infusions excluding crystalloid, hypotonic, isotonic, and hypertonic solutions (dextrose, normal saline, ringers lactate). Or providing transportation, medically necessary supplies and services, and the provision of one of the following

i. Manual Defibrillation/Cardioversion;
ii. Endotracheal Intubation;
iii. Central venous line;
iv. Cardiac pacing;

v. Chest decompression;
vi. Surgical airway; or
vii. Intravenous line

~~ALS~~ Advanced Life Support (ALS) Intercept: The request from another service to utilize the services of the Lisbon EMS Department's ALS provider for assistance during a transport

Basic Life Support (BLS): Providing transportation by ground ambulance and the provision of medically necessary supplies and services, including BLS ambulance services as defined by the state.

Emergency Medical Technician (EMT), EMT-A, & Paramedic: An individual having the special, well defined skills and knowledge in emergency medicine, who has the training to provide pre-hospital emergency medical treatment at the Basic Life Support Level (EMT) or advance medical treatment at the advanced level (EMT-A or Paramedic) and is licensed by the State of Maine Emergency Medical Services.

Emergency Medical Services (EMS): Services utilized in responding to needs of those persons in need of immediate medical care within the jurisdiction of the City, including but not limited to rendering of basic or advance life support care, provided by the Lisbon EMS Department.

Patient: A person who receives an EMS response or a person who receives emergency medical services from the Lisbon EMS Department.

The Town: The Town of Lisbon

Third-party Payer: an insurance carrier or another coverage provider having the responsibility to pay for medical services rendered to a patient as a result of the patient's accident, injury or illness.

Transport designation: Classification of the nature of service, as follows:

i. Transport: The transport of an individual to a hospital after a 911 call.
ii. No Transport: The outcome of a 911 call when NO patient is transported to a hospital.
iii. On Scene Care with evaluation- No Transport – The response to a 911 call where a patient is evaluated and treated, and the patient is not transported to the hospital.
iv. On Scene Care with Medication – No transport – The response to a 911 call where a patient is evaluated, treated, medication administered, and the patient is not transported to the hospital.
v. Call for Service without treatment-No Transport – The response to a 911 call where a patient is not transported to the hospital, and no medical care or treatment is provided. An example is ~~a "lift assist."~~call that was canceled before

arrival on scene with no patient contact.

(b) Designation as a Provider

The Town of Lisbon recognizes the Lisbon EMS Department as a provider of pre-hospital emergency medical services within the corporate limits of the Town and outside of the Town limits as determined by contract(s) or mutual aid agreements reviewed and approved by the Town Council.

(c) Designation Account of Funds

The fees collected from the provision of ambulance service shall be deposited with the Town Treasurer and allocated into the ~~EMS~~ General Fund account for the purpose of paying the reasonable and necessary expenses actually incurred including personnel, training, supplies, and equipment, used in providing EMS under this ordinance.

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(d) Equal Delivery in Services

No persons requiring emergency medical services and/or transportation shall be denied due to lack of insurance or ability to pay levied charges.

(e) Mutual Aid and Primary User Fess

The fees to be charged for ambulance service and transports shall be determined by the Town Council by ordinance upon the recommendation of the EMS Chief and City Manager. The fees shall be proportionate to the actual cost of providing service, will only be imposed on those who actually receive service and will be imposed on all similarly situated persons equally. Any exception to set fees must be approved by the Town Council.

(f) Responsibility of Cost Recovery and Financial Oversight

The EMS Chief shall bear the ultimate responsibility to ensure the sustainability of the provision of EMS by working in conjunction with the Town Manager and Town Council. The Finance Director/Treasurer has the ultimate responsibility to maintain the financial records and depositing of funds. ~~when submitted by the Fire Department for EMS responses.~~

(g) Appeals

The Town Manager may hear appeals of ambulance bills and make agreements with citizens for the payment of bills.

Sec. 2-507 - Severability

Should any section or provision of this ordinance be determined to be unconstitutional, invalid, or unenforceable, such determination should not affect the validity of any other portion of the ordinance, or the remainder of the ordinance as a whole.