



**BUCKS COUNTY  
EMERGENCY  
HEALTH  
SERVICES**

# BUCKS COUNTY EHS ANNUAL REPORT ANNEX

## FISCAL YEAR 2018-2019

Authority

**Report are due within 30 calendar days of the end of each state fiscal year  
(June 30th)**

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## OTHER REPORTABLE AREAS OF INTEREST

### Work Force Development - NIMS

Percentage of staff completing NIMS Training (ICS)	90%
Indicate the number of staff members who completed the following NIMS Courses	5.5 total staff
IS-100	5.5
IS-700	5.5
IS-800	5.
IS-200	5.
IS-703	5.
ICS-300	3.
ICS-400	3.

*Workforce Development Narrative:*

The staff that goes out in the field is complete with all above classes. Our secretary has 100, 200, 700, 800 and IS703 and our part time staff person has 100 and 700.

### EMS Agency Mergers or Acquisitions

Number of EMS Agency Mergers or Acquisitions	1
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*Mergers or Acquisitions Narrative:*

Morrisville Ambulance – Our office worked with Morrisville Ambulance, the borough manager, the borough financial officer and their Emergency Manager to try to assist with keeping Morrisville Ambulance doors open, however, they asked for help to late. Due to their financial distress the borough decided not to save their local ambulance and to look for another ambulance to cover their area. The borough looked at 2 separate hospital based agencies and decided to go with Capital Health from New Jersey. In going with a New Jersey agency, our office had to work with Capital Health management and all of their New Jersey providers that needed Certification by Endorsement since they were not certified in Pennsylvania. We also needed to walk Capital Health System through the application process as it is much different from New Jersey licensure requirements along with completely different protocols for their providers to follow. We then needed to give them our radio requirements, a radio identifier, dispatching tones etc. This was all accomplished in a very short period of time after the borough made their decision. We needed to act quickly so there was no interruption of service to the residents and visitors. Capitol Health received a 9 month contract, so we will be going through this again in a very short period of time. We will be recommending a longer contract for this next period.

# ANNEX A

## Regional Council Position Descriptions

Position Descriptions shall include:

- Position Title
- Responsibilities/Duties
- Number of Hours per Week Worked
- Percentage of Work Time Allocated to the Contract
- Line of Supervision
- Education/Training Requirements
- Work Experience/Qualifications

# COUNTY OF BUCKS

<b>JOB TITLE:</b>	Director of Emergency Health Services	<b>JOB CODE:</b>	0038
<b>DEPARTMENT:</b>	Emergency Health Services	<b>UNION:</b>	11
<b>FLSA STATUS:</b>	Exempt	<b>GRADE:</b>	
		<b>REVISION DATE:</b>	08/2019

**POSITION SUMMARY:**

Responsible for planning, organizing, implementing and directing an emergency medical services system through the County Office of Emergency Health Services. Also responsible for planning, organizing and directing the operation of the Bucks County Emergency Health Advisory Council that is recognized by the Board of Commissioners as the advisory body to the County’s Emergency Health Services Department. Operation is guided by the requirements existing within the County and in accordance with general guidelines established by the Federal, State and County government relative to systems and programs for improved emergency medical care. In addition, responsible for attending and participating in the Southeast Regional Task Force, Bucks County Healthcare Coalition and the Regional Healthcare Coalition. Reports to the Emergency Services Division Leader.

**ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

- Responsible to prepare, submit and administer the awarded state contract/grant.
- Plans programs to inform, educate and/or train the general public and members of organizations in the use of the emergency medical system and to improve the level of expertise in the initial treatment of persons requiring emergency pre-hospital care.
- Promote recruitment and retention in conjunction with the needs of the Emergency Medical System and guidance from PA Dept. of Health, Bur. of emergency Medical Services.
- Promote organization and training of personnel as well as the activities of the Bucks County Emergency Health Advisory Council through presentations to community groups, hospitals and industry.
- Promotes a working relationship with all agencies, hospitals, skilled nursing facilities, Bucks County Community College and PA Dept. Of Health, Bur. of Emergency Medical Services as well as various standing committees at the commonwealth level in the provision of emergency medical care to develop plans and programs for improved systems, facilities and equipment.
- Prepares necessary reports, grant applications/contracts, state and county budgets and other documents as required by the County, State and/or Federal governments.
- Maintains the ability to establish and control effective working relationships with public officials, hospitals, agencies, governmental entities and the general public.
- Provides staffing for Emergency Operations Center activation during drills and actual emergency events.
- During emergencies must work with Emergency Management. Duties include but are not limited to: staffing Emergency Operations Center, Performing damage assessments in the field, processing unmet needs, providing assistance at any scene when requested and assist in staffing Disaster Recovery Center.
- Responsible for all Emergency Health Services staff in completing assignments, offering assistance along with encouragement and discipline.
- Reports to the Emergency Services Division Leader.
- Other duties may be assigned.

**QUALIFICATIONS REQUIRED:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Bachelor's Degree; three years of administrative experience in a public or private organization; in-depth knowledge of emergency medical services system with minimum five years’ experience, and/or any equivalent combination of experience or training
- Ability to address groups, conduct formal meetings and have rapport with all affiliated agencies.
- Possess proven ability to work with, train, manage and motivate personnel.
- Possess proven ability to relate to and work with other County departments, local government agencies, volunteer agencies and related State and Federal agencies.
- Possess current Pennsylvania Emergency Medical Technician and/or NREMT or higher prior to application and maintain certification.

- Possess current PA Dept. of Health, Bur. of EMS approved Cardiopulmonary Resuscitation Instructor Certification prior and maintain certification.
- Possess ICS 100, 200, 700, 800 prior to application
- PA Driver's license in good standing
- PA Child Abuse – current within one year prior to application
- PA State Police Criminal Record check – current within one year prior to application
- FBI Background – current within one year prior to application
- Complete ICS300, 400, G191, IS703 within one year of hire.
- PA EMS Instructor, preferred not required
- Position is classified as Essential Personnel. Essential Personnel must report to work when the county is closed due to any conditions if requested. Normal working hours may change.
- Position is on call 24/7/365 to the Emergency Services Division Leader.
- Position has additional rotating on call requirement.
- Must be able to work in austere environments. Cold/hot, rain/snow, flooding, hurricane, etc..

Position: Director Emergency Health Services

**FUNCTIONAL REQUIREMENTS:**

Physical Demands: (Check all that apply)

Balancing	X	Stooping	X	Pushing	X
Climbing	X	Crouching	X	Pulling	X
Crawling	X	Kneeling	X	Handling	X
Standing	X	Sitting	X	Talking	X
Turning	X	Reaching	X	Hearing	X
Seeing	X	Color Vision	X	Depth Perception	X
Mobility	X				

Lifting: (Check one)

	Sedentary	(0-10 lbs)
	Light	(0-20 lbs)
X	Medium	(0-50 lbs)
	Heavy	(0- 100 lbs)
	Very Heavy	(over 100 lbs)_

Carrying: (Check one)

	Sedentary	(<10 lbs)
	Light	(0-10 lbs)
X	Medium	(0-25 lbs)
	Heavy	(0- 50 lbs)
	Very Heavy	(over 50 lbs)

Aptitudes: (Check all that apply)

Form perception	X
Motor coordination	X
Finger dexterity	X
Computer/VDT ability	X
Clerical perception	X

Problem solving	X
Working speed (ex.wpm)	
Manual dexterity	X
General learning ability	X

Environmental Conditions: (Check all that apply)

Extreme cold	X
Temperature changes	X
Humid conditions	X
Exposure to blood and body fluids	X
Exposure to chemicals	
Inclement weather conditions; Inside/outside weather conditions	X

Extreme heat	X
Wet conditions	X
Exposure to fumes	X
Noise and vibration	X
Poor ventilation	X

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I certify I am able to perform each and every essential function of the job for which I have applied, with or without a reasonable accommodation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# COUNTY OF BUCKS

<b>JOB TITLE:</b>	EMS Quality Assurance Coordinator	<b>JOB CODE:</b>	0646
<b>DEPARTMENT:</b>	Emergency Health Services	<b>UNION:</b>	00
<b>FLSA STATUS:</b>	Non-Exempt	<b>GRADE:</b>	
		<b>REVISION DATE:</b>	08/2019

**POSITION SUMMARY:** : Functions as a liaison between Pennsylvania Department of Health, Bureau of Emergency Medical Services, Bucks County providers, agencies, hospitals and physicians.

- Monitors the delivery of basic, intermediate and advanced pre-hospital emergency medical services to include system activation; dispatch; response; time spent in the pre-hospital phase; procedures performed; interaction with medical command; interaction with support services; interaction with patient/family; transportation; articulation with hospital emergency department personnel; closure; and debriefing.
- Determines compliance of pre-hospital EMS activities in relationship to standards established by Federal, State and local authorities, nationally recognized medical standards and/or administrative and medical standards of Bucks County Emergency Health Council, its Medical Director or representative committee.
- Works closely with the hospital Emergency Department physicians, nurses and staff; hospital medical records personnel; agency chiefs; providers; Emergency Health Council Board of Directors and Medical Director; Quality Assurance personnel; personnel at tertiary care centers; office personnel, etc., in the administration and supervision of policies and decisions designed to strengthen the overall quality of emergency medical services.
- Responsible to the Director of Emergency Health Services in the execution of all duties.

## **ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

- Supervises the collection of data in order to obtain data elements for quality assurance purposes.
- Create and provide quality assurance data reports based on collected data.
- Analyzes quality assurance data to determine system trends, activities and developments; and reports this analysis to appropriate personnel, committees and agencies.
- Matches dispatched ALS calls to the digital voice recordings at the command facility, listens to/reviews tapes for the purpose of quality assurance and peer review.
- Obtains communication records and patient data of a given category as directed by the Regional Medical Director and/or EHS Director, i.e., trauma cases, helicopter transports, cardiac arrests etc.
- Presents screened cases, data summaries, etc., to the Quality Assurance Committee or other appropriate peer review committee without bias, opinion or recommendation. Records recommendation and/or decisions of the peer review body and/or Regional Medical Director and assist in executing the administrative aspects associated with the peer review recommendation/decision.
- Maintains all records associated with the Quality Assurance process in a confidential manner.
- Maintains skill maintenance records of all Paramedic personnel and reports deficiencies to the Quality Assurance Committee or other appropriate personnel.
- Ex-officio to MAC (Medical Advisory Committee). Records recommendations/decision of MAC and assists Regional Medical Director in execution of the administrative aspects associated with MAC.
- Maintains a close working relationship with Regional Medical Director and all members of MAC.
- Executes other assignments in support of the Emergency Health Services office and/or Emergency Medical Services System as may be assigned by the EHS Director.
- Other duties may be assigned.

## **QUALIFICATIONS REQUIRED:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- High School Diploma; Bachelor's Degree preferred but not required.
- Possess PA Paramedic and/or National Registry EMT-P or higher, prior to application and maintain certification.



- Minimum 5 years' experience in Advanced life Support certification, with a minimum of 1 year in the County of Bucks Emergency Medical Services System.
- Possess ICS 100, 200, 700, 800 prior to application
- PA State Police Criminal Record Check – current within one year prior to application
- PA Child Background Check – current within one year prior to application.
- FBI Background Check – current within one year prior to application
- Must complete ICS 300, 400, G191 and iS703 within one year of hire.
- Must complete a PA Emergency medical Service Instructor certification course within one year of hire and maintain certification.
- Position is classified as Essential Personnel. Essential Personnel must report to work when the county is closed due to any conditions, if requested.
- Must be able to work in austere environments. Cold/hot, rain/snow, flooding etc.
- Basic knowledge of the Bucks County Emergency Medical Services system.
- Ability to speak and write English clearly and professionally.
- Capable of participating in and/or conducting meetings.
- Background in peer review activities or other related area requiring extensive confidentiality.
- Possess considerable diplomatic attributes to include easy establishment of rapport, maintenance of strict confidence, capability of working on a one-to-one basis, etc.
- Knowledge of computer systems and operations.
- Ability to drive large trucks (non-CDL), not required
- Ability to tow trailers, not required
- Must have the ability to travel overnight, when needed.

**OTHER REQUIREMENTS:**

- Due to the extreme sensitivity and confidential nature of the position activity, the QA Coordinator must:
- Maintain confidentiality of records at all times.
- Avoid discussion of sensitive quality assurance documents with any party other than the Quality Assurance Committee or those directly involved in the care of the patient.
- Maintain complete objectivity and reporting, without bias, any quality assurance occurrence/infraction regardless of person, agency, hospital, facility, patient or any other factor.
- Represents Bucks County at State MAC (Medical Advisory Committee) meetings with Bucks County Regional Medical Director.

Infraction of any of the above requirements will be considered extreme and may result in disciplinary action and/or termination

Position: EMS Quality Assurance Coordinator

**FUNCTIONAL REQUIREMENTS:**

Physical Demands: (Check all that apply)

Balancing	X	Stooping	X	Pushing	X
Climbing	X	Crouching	X	Pulling	X
Crawling	X	Kneeling	X	Handling	X
Standing	X	Sitting	X	Talking	X
Turning	X	Reaching	X	Hearing	X

Seeing	X
Mobility	X

Color Vision	X
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Depth Perception	X
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Lifting: (Check one)

	Sedentary	(0-10 lbs)
	Light	(0-20 lbs)
X	Medium	(0-50 lbs)
	Heavy	(0- 100 lbs)
	Very Heavy	(over 100 lbs)_

Carrying: (Check one)

	Sedentary	(<10 lbs)
	Light	(0-10 lbs)
	Medium	(0-25 lbs)
X	Heavy	(0- 50 lbs)
	Very Heavy	(over 50 lbs)

Aptitudes: (Check all that apply)

Form perception	X
Motor coordination	X
Finger dexterity	X
Computer/VDT ability	X
Clerical perception	X

Problem solving	X
Working speed (ex.wpm)	
Manual dexterity	X
General learning ability	X

Environmental Conditions: (Check all that apply)

Extreme cold	X
Temperature changes	X
Humid conditions	X
Exposure to blood and body fluids	X
Exposure to chemicals	
Inclement weather conditions; Inside/outside weather conditions	X

Extreme heat	X
Wet conditions	X
Exposure to fumes	X
Noise and vibration	X
Poor ventilation	X

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I certify I am able to perform each and every essential function of the job for which I have applied, with or without a reasonable accommodation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# COUNTY OF BUCKS

<b>JOB TITLE:</b>	Emergency Health Coordinator	<b>JOB CODE:</b>	0060
<b>DEPARTMENT:</b>	Emergency Health Services	<b>UNION:</b>	00
<b>FLSA STATUS:</b>	Non-Exempt	<b>GRADE:</b>	
		<b>REVISION</b>	8/19
		<b>DATE:</b>	

## POSITION SUMMARY:

Coordinates various Emergency Medical Services continuing education and certification training programs that include; Emergency Medical Responder, Emergency Medical Technician, Paramedic, Pre-hospital Registered Nurse, Health Professional and any other programs assigned by the EHS Director.

## ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

- Coordinates all administrative EMS course requirements as required by PA Dept. of Health, Bur. Of EMS (BEMS) to include but not limited to: Course registration, schedules, assists students with registering, instructor assignments and course facility.
- Insures availability of required course materials and equipment for each course offered.
- Schedules required clinical experience of all programs offered.
- Maintains EMS instructor records to include but not limited to: hours, types of lessons, reviews materials, counseling etc.
- Prepares and maintains PA Dept. of Health, BEMS generated written examinations for all Emergency Medical Services and Vehicle Rescue classes as necessary.
- Monitors training programs as necessary
- Prepares a written review at the end of each EMS program for inclusion in the class files.
- Conducts all student counseling sessions as deemed necessary along with preparing documentation and maintaining all said records.
- Schedules and conducts all examinations for PA state certification
- Oversee, review, inspect and spot inspect all Education Institutes licensed within Bucks County
- Oversee, maintain and provide technical support of PA Dept. of Health, BEMS databases in regards to con-ed, certification, training and reports.
- Process and issue all PA Dept. of Health, BEMS certification materials and re-registration processes.
- Approve/disapprove of all continuing education courses and classes submitted by continuing education sponsors.
- Approve/disapprove all student accounts within the National Registry.
- Coordinates with Emergency Health Service's Field Representative in areas affecting course/programs assigned to that position.
- Oversees the inventory, maintenance and records of all equipment and materials required for Emergency Medical Services course requirements.
- Oversee the CPR Education Coordinator position with the Bucks County Emergency Health Services office.
- Acts as ex-officio liaison to committees pertinent to Emergency Medical Services as assigned by the EHS Director.
- Participate with Bucks County Health Council, when needed.
- Assist in filling the Emergency Service Function 8 position within Bucks County Emergency Operations Center as needed/requested.
- Assist with any equipment requests of ESF8 position as needed/requested.
- Assist Bucks County Emergency Management as needed/requested.
- Executes other assignments in support of the Emergency Health Services Office as assigned by the EHS Director.
- Other duties may be assigned.

## QUALIFICATIONS REQUIRED:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- High school diploma or equivalent; Bachelor's Degree preferred but not required.
- Possess current PA and/or National Registry Emergency Medical Technician or higher in good standing, prior to application and maintain certification.
- Possess current PA Dept. of Health, BEMS approved CPR Instructor Certification prior to application and maintain certification.

- Possess ICS 100, 200, 700, 800 prior to application.
- PA Driver's license in good standing.
- PA Child Abuse – current within one year prior to application.
- PA State Police Criminal Record Check – current within one year prior to application.
- FBI Background Check – current within one year prior to application.
- Complete ICS 300, 400, G191, STRIKE Team Leader and IS 703 within one year of hire.
- Complete a PA Instructor certification course within one year of hire.
- Position is classified as Essential Personnel. Essential Personnel must report to work when the county is closed due to any conditions, when requested.
- Must be able to work changing assigned schedules during weather, manmade and other events when the Emergency Operations Center is open. Nights/Days.
- Position has revolving on call requirements.
- Must be able to work in austere environments. Cold/hot, rain/snow, flooding etc.
- Knowledge of the Emergency Medical Services training programs.
- Knowledge of record keeping and general office operations.
- Proficient in skills as instructed in the Emergency Medical Services training programs.
- Capable of formulating lesson plans and conducting classes.
- Ability to establish and maintain effective working relationships with other staff, county department, other emergency services agencies, municipal/county/state/federal leaders along with the general public.

position: Emergency Health Coordinator

**FUNCTIONAL REQUIREMENTS:**

Physical Demands: (Check all that apply)

Balancing	X	Stooping	X	Pushing	X
Climbing	X	Crouching	X	Pulling	X
Crawling	X	Kneeling	X	Handling	X
Standing	X	Sitting	X	Talking	X
Turning	X	Reaching	X	Hearing	X
Seeing	X	Color Vision		Depth Perception	
Mobility					

Lifting: (Check one)

	Sedentary	(0-10 lbs)
	Light	(0-20 lbs)
X	Medium	(0-50 lbs)
	Heavy	(0- 100 lbs)
	Very Heavy	(over 100 lbs)_

Carrying: (Check one)

	Sedentary	(<10 lbs)
	Light	(0-10 lbs)
	Medium	(0-25 lbs)
X	Heavy	(0- 50 lbs)
	Very Heavy	(over 50 lbs)

Aptitudes: (Check all that apply)

Form perception	X
Motor coordination	X
Finger dexterity	X
Computer/VDT ability	X
Clerical perception	X

Problem solving	X
Working speed (ex.wpm)	
Manual dexterity	X
General learning ability	X

Environmental Conditions: (Check all that apply)

Extreme cold	X
Temperature changes	X
Humid conditions	X
Exposure to blood and body fluids	X
Exposure to chemicals	
Inclement weather conditions; Inside/outside weather conditions	X

Extreme heat	X
Wet conditions	X
Exposure to fumes	
Noise and vibration	X
Poor ventilation	

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I certify I am able to perform each and every essential function of the job for which I have applied, with or without a reasonable accommodation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## COUNTY OF BUCKS

<b>JOB TITLE:</b>	EHS Field Representative	<b>JOB CODE:</b>	0023
<b>DEPARTMENT:</b>	Emergency Health Services	<b>UNION:</b>	00
<b>FLSA STATUS:</b>	Non-Exempt	<b>GRADE:</b>	
		<b>REVISION DATE:</b>	08/2019

### POSITION SUMMARY:

Functions as a liaison between Pennsylvania Department of Health, Bureau of EMS, Bucks County Emergency Health Services and all Emergency Medical Services agencies.

### ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

- Process all EMS agency licensure/re-licensure application requests working in conjunction with applying agencies and PA DoH, Bur. Of EMS. This includes all required documentation for PA licensure.
- Inspect/re-inspect all vehicles listed on said licensure applications for PA DoH, Bur. Of EMS.
- Distribute licensure certificate along with decals to applying agency after PA DoH, Bur. Of EMS approves the application and inspection documentation.
- Assists, develops and prepares information concerning Bucks County EMS licensed unit response, working in conjunction with EMS agency, municipal leaders and Bucks County 911 Center.
- Assist with any requests for response type data from EMS agencies, municipal, county and state leaders.
- Develop, maintain and support special operations projects including training and equipment. Including but not limited to; Mass Casualty Incident planning, Rescue Task Force, Bucks County STRIKE Teams and the Bucks County POD truck.
- Coordinates facilities and instructors for all special operations project classes.
- Participate with Bucks County Health Council, when needed.
- Provide assistance and supervision to instructors participating in the Bucks County training institute programs as needed/assigned.
- Coordinates the availability and use of audiovisual materials and equipment.
- Facilitate mass notifications regarding; education, weather closings, EMS Code changes and any other needed communication to Bucks County agencies, chiefs, and or providers.
- Assist with Certification Testing.
- Distribute and account for all Regional/State/Federal assets when needed.
- Support and maintain Regional ePCR application. This includes being the liaison for EHS office/EMS agencies/providers and the ePCR vendor.
- Acts as ex-officio liaison to committees pertinent to EMS as assigned by the EHS Director.
- Assist in filling the Emergency Service Function 8 position within Bucks County Emergency Operations Center as needed/requested.
- Facilitate any equipment requests as needed/requested.
- Deliver equipment as needed/requested.
- Assist Bucks County Emergency management as needed/requested.
- Other duties may be assigned.

### QUALIFICATIONS REQUIRED:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- High school diploma or equivalent.
- Possess current PA paramedic and/or NREMT, or higher prior to application.
- Minimum of two years' experience as a PA paramedic/NREMT, or higher in good standing.
- Possess ICS 100, 200, 700, 800 prior to application
- Possess PA driver's license in good standing.
- PA Child Abuse – current within one year prior to application
- PA State Police Criminal Record Check – current within one year prior to application
- FBI Background check – current within one year prior to application
- Must complete a PA EMS Instructor certification course within one year of hire and maintain certification.

- Must complete a PA EMS approved CPR Instructor certification course within one year of hire and maintain certification.
- Must complete ICS 300, 400 G191, STRIKE Team Leader and IS 703 within one year of hire.
- Must complete a PA EMS Instructor certification course within one year of hire and maintain certification.
- Knowledge of EMS training programs along with knowledge of record keeping and general office operations.
- Ability to establish and maintain effective working relationships with other staff, county departments, other emergency services agencies, municipal/county/state/ federal leaders along with the general public.
- Ability to travel overnight, when needed.
- Ability to drive large trucks (non-CDL).
- Ability to tow trailers.
- Position is classified as Essential Personnel. Essential Personnel must report to work when the county is closed due to any conditions, requested.
- Must be able to work changing assigned schedule during weather, manmade and other events when the Emergency Operation Center is open. Nights/Days.
- Position has revolving on call requirements.
- Must be able to work in austere environments. Cold/hot, rain/snow, flooding etc.

Position:           EHS Field Representative          

**FUNCTIONAL REQUIREMENTS:**

Physical Demands: (Check all that apply)

Balancing	X	Stooping	X	Pushing	X
Climbing	X	Crouching	X	Pulling	X
Crawling	X	Kneeling	X	Handling	X
Standing	X	Sitting	X	Talking	X
Turning	X	Reaching	X	Hearing	X
Seeing	X	Color Vision		Depth Perception	X
Mobility	X				

Lifting: (Check one)

	Sedentary	(0-10 lbs)
	Light	(0-20 lbs)
X	Medium	(0-50 lbs)
	Heavy	(0- 100 lbs)
	Very Heavy	(over 100 lbs)_

Carrying: (Check one)

	Sedentary	(<10 lbs)
	Light	(0-10 lbs)
	Medium	(0-25 lbs)
X	Heavy	(0- 50 lbs)
	Very Heavy	(over 50 lbs)

Aptitudes: (Check all that apply)

Form perception	X
Motor coordination	X
Finger dexterity	X
Computer/VDT ability	X
Clerical perception	X

Problem solving	X
Working speed (ex.wpm)	
Manual dexterity	X
General learning ability	X

Environmental Conditions: (Check all that apply)

Extreme cold	X
Temperature changes	X
Humid conditions	X
Exposure to blood and body fluids	X
Exposure to chemicals	
Inclement weather conditions; Inside/outside weather conditions	X

Extreme heat	X
Wet conditions	X
Exposure to fumes	X
Noise and vibration	X
Poor ventilation	

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I certify I am able to perform each and every essential function of the job for which I have applied, with or without a reasonable accommodation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# COUNTY OF BUCKS

<b>JOB TITLE:</b>	ADMINISTRATIVE ASSISTANT/5	<b>JOB CODE:</b>	0306
<b>DEPARTMENT:</b>	Emergency Health Services	<b>UNION:</b>	AFSCME
<b>FLSA STATUS:</b>	Non-Exempt	<b>GRADE:</b>	
		<b>REVISION DATE:</b>	8/2019

## POSITION SUMMARY:

Performs varied clerical and secretarial duties including communication with EMS providers and agencies along with general public.

Candidate must be able to work independently, performing with minimal supervision along with being self-motivated.

## ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Screens and refers phone calls and visitors to proper people giving or searching for answers to routine questions.
- Maintains various files.
- Meets and deals effectively with public and staff.
- Assists in the solution of problems.
- Accumulate and input payroll data
- Performs all purchases for the department
- Assist in the county budget preparation.
- Assist in the state budget preparation
- Prepare and submit electronically Monthly Business Analysis
- Prepare and submit electronically state contract/grant report/invoice, monthly
- Communicate with vendors
- Prepare monthly and annual county status reports
- Schedules appointments and meetings.
- Composes letters, reports, etc., as directed by the EHS Director.
- May be required to perform additional work that follows prescribed or well-established procedures that can be learned within a reasonable time by training on the job. More detailed instructions as to the nature of their duties will be given to employees at the beginning of work.

## QUALIFICATION REQUIRED:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- High diploma or equivalent with emphasis on business courses.
- Skill in typing (minimum 45 wpm).
- Knowledge of Business English, spelling and arithmetic.
- Must complete ICS 100, 200, 700, 800 and IS703 within one year of hire.
- Ability to work without direction.
- Ability to work effectively with the public and other agencies.

**FUNCTIONAL REQUIREMENTS:**

Physical Demands: (Check all that apply)

Balancing	X	Stooping	X	Pushing	X
Climbing		Crouching	X	Pulling	X
Crawling		Kneeling	X	Handling	X
Standing		Sitting	X	Talking	X
Turning	X	Reaching	X	Hearing	X
Seeing	X	Color Vision		Depth Perception	
Mobility					

Lifting: (Check one)

X	Sedentary	(0-10 lbs)
	Light	(0-20 lbs)
	Medium	(0-50 lbs)
	Heavy	(0- 100 lbs)
	Very Heavy	(over 100 lbs)_

Carrying: (Check one)

X	Sedentary	(<10 lbs)
	Light	(0-10 lbs)
	Medium	(0-25 lbs)
	Heavy	(0- 50 lbs)
	Very Heavy	(over 50 lbs)

Aptitudes: (Check all that apply)

Form perception		Problem solving	X
Motor coordination	X	Working speed – 45 wpm	X
Finger dexterity	X	Manual dexterity	
Computer/VDT ability	X	General learning ability	X
Clerical perception	X		

Environmental Conditions: (Check all that apply)

Extreme cold	
Temperature changes	
Humid conditions	
Exposure to blood and body fluids	
Exposure to chemicals	
Inclement weather conditions; Inside/outside weather conditions	

Extreme heat	
Wet conditions	
Exposure to fumes	
Noise and vibration	
Poor ventilation	

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I certify I am able to perform each and every essential function of the job for which I have applied, with or without a reasonable accommodation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# COUNTY OF BUCKS

<b>JOB TITLE:</b>	CPR Education Coordinator – Per	<b>JOB CODE:</b>	0760
<b>DEPARTMENT:</b>	Emergency Health Services	<b>UNION:</b>	00
<b>FLSA STATUS:</b>	Non-Exempt	<b>GRADE:</b>	
		<b>REVISION</b>	8/2019
		<b>DATE:</b>	

## POSITION SUMMARY:

Develops, prepares, coordinates and delivers various types of cardiopulmonary resuscitation (CPR) education programs. Programs will be presented to County of Bucks departments, community organizations and schools throughout Bucks County. Minimum travel would be required as well as work in the evenings and weekends. Will also perform additional tasks or activities to assist in the overall operation of the Bucks County EHS Office and system.

Must be capable of working independently, performing with minimal supervision, be self-motivated and experienced in the handling of multiple projects and changing priorities while still meeting critical project deadlines.

## ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

- Teach CPR and 1<sup>st</sup> Aid classes as needed/determined.
- Develops lesson plans, curriculum, strategies and support materials
- Ability to use web based programs utilized both for the classroom setting and for completion and submission of all paperwork for certification of students.
- Analyzes CPR education needs for the County of Bucks.
- Ability to work with all age groups.
- Classes are scheduled and held throughout all of Bucks County.
- Schedules programs/events, staff, facilities and other resources to facilitate delivery of programs/events.
- Coordinates and conducts programs/courses related to the mission of Bucks County and PA Department of Health, Bureau of Emergency Medical Services (BEMS).
- Attend professional development training programs and maintains an awareness of changes and issues affecting CPR education.
- Conduct inventory and maintain records in reference to training equipment and materials required for CPR, Continuing Education and Emergency Medical Services courses.
- Participate in Bucks County Health Council: scheduling meetings and all correspondence.
- Reviews new material and programs for use.
- Assist Bucks County Emergency management as needed/requested.
- Performs other duties as assigned by the Emergency Health Coordinator or the EHS Director.

## QUALIFICATIONS REQUIRED:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Any combination of experience and training that affords the applicant an opportunity to gain the above listed knowledge, skill and ability.

- High school diploma or equivalent.
- Possess current PA Dept. of Health, Bureau of EMS (BEMS) approved CPR Instructor Certification in all levels of CPR education prior to application and maintain certification. Go to [BCEHS.com](http://BCEHS.com) to see a list of approved course.
- Excellent verbal and written communication skills.
- Must be proficient in public speaking as it is an integral part of the position.
- Excellent knowledge of Power Point and Excel programs.
- Knowledge of the Bucks County Emergency Services system.

Position: CPR Education Coordinator – Per Diem

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**FUNCTIONAL REQUIREMENTS:**

Physical Demands: (Check all that apply)

Balancing	X	Stooping	X	Pushing	X
Climbing	X	Crouching	X	Pulling	X
Crawling	X	Kneeling	X	Handling	X
Standing	X	Sitting	X	Talking	X
Turning	X	Reaching	X	Hearing	X
Seeing	X	Color Vision		Depth Perception	
Mobility	X				

Lifting: (Check one)

	Sedentary	(0-10 lbs)
	Light	(0-20 lbs)
X	Medium	(0-50 lbs)
	Heavy	(0- 100 lbs)
	Very Heavy	(over 100 lbs)_

Carrying: (Check one)

	Sedentary	(<10 lbs)
	Light	(0-10 lbs)
	Medium	(0-25 lbs)
X	Heavy	(0- 50 lbs)
	Very Heavy	(over 50 lbs)

Aptitudes: (Check all that apply)

Form perception		Problem solving	X
Motor coordination	X	Working speed (ex.wpm)	
Finger dexterity	X	Manual dexterity	X
Computer/VDT ability	X	General learning ability	X
Clerical perception	X		

Environmental Conditions: (Check all that apply)

Extreme cold		Extreme heat	
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Temperature changes	
Humid conditions	X
Exposure to blood and body fluids	
Exposure to chemicals	
Inclement weather conditions; Inside/outside weather conditions	

Wet conditions	
Exposure to fumes	
Noise and vibration	
Poor ventilation	

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I certify I am able to perform each and every essential function of the job for which I have applied, with or without a reasonable accommodation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Bucks County EHS staff salaries are only partially funded by this contract, the balance is funded by the County of Bucks. Please see below:

	Weekly	State % Funded	County % Funded	% worked for BEMS
Director - salary	40 hours	.04%	99.96%	90%
Quality Assurance	40 hours	48%	52%	90%
Health Coordinator	40 hours	48%	52%	90%
Field Representative	40 hours	48%	52%	90%
Admin. Assist./5	40 hours	48%	52%	90%
CPR Coordinator	20 hours	64%	36%	90%

EHS Director reports to the Bucks County Emergency Services Division Leader and the Bucks County Commissioners, the full time staff report directly to the EHS Director with our part time CPR Coordinator reporting to our Health Coordinator.

# **ANNEX B**

## **Conflict of Interest Policy**



## BUCKS COUNTY EMERGENCY HEALTH SERVICES

### CODE OF CONDUCT

No Code of Conduct can be cover every question or situation and neither the provisions of the Code nor its examples should be seen as the only types of issues that can arise or for which you are responsible. As an employee of Bucks County Emergency Health Services, you are required to adhere to the highest ethical standards in all your dealings, regardless of whether specifically covered in the Code.

Emergency Health Services holds us to a high standard, abiding by this Code of Conduct will set our standards even higher. Working together, setting priorities, and doing so with respect to our department and the EMS community as a whole is very important. Rules of conduct are needed to help everyone work together effectively and efficiently.

By accepting this Code of Conduct, you have a responsibility to the County of Bucks, this department and to your fellow employees to adhere to certain rules of behavior and conduct. The purpose of this code is not to restrict your rights, but rather to be certain that you understand what conduct is expected and necessary. When each person is aware that he or she can fully depend upon fellow workers to follow the rules of conduct, then our department will be a better place to work for everyone.

Generally speaking, we expect each person to act in a mature, professional and responsible way at all times. However, to avoid any possible confusion, we have outlined a few practices that must be adhered to on a daily basis. Adhering to this policy will be to your benefit as well as the benefit of the department.

- If, at any time, there is a conflict of interest, or a conflict that could be construed as a conflict of interest, another member of our staff will handle the situation. This includes quality assurance, licensure and training.
- At all times you will act in accordance with any/all EMS State and County laws, guidelines and protocols.
- The spreading of rumors or gossip will not be tolerated in any form. Information obtained by this office stays in the office unless otherwise instructed by the EHS Director.
- Giving confidential county/patient/agency information to other individuals/organizations or to unauthorized County employees is prohibited unless requested by a court of law.
- Engaging in behavior designed to create discord and lack of harmony; interfering with another employee on the job; willfully restricting work output or encouraging others to do the same will not be tolerated.

If your performance is unsatisfactory due to lack of ability, failure to abide by County/Department rules or failure to fulfill the requirements of your job, you will be notified of the problem either verbally or in writing. If satisfactory change does not occur, you may be disciplined or dismissed. Some incidents may result in immediate dismissal.

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Signature of Employee	Print name	Date	Title at time of signature
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Signature of EHS Director	Print name	Date
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# **ANNEX C**

## **Meeting and Minutes**

Including but not limited to:

- Board of Director Meetings – We are county based, we have a Health Advisory Council no B.O.D.
- Medical Advisory Committee
- Continuous Quality Improvement Committee

**Bucks County Emergency Health Services Advisory Council**  
**Unapproved Council Minutes**  
**September 26, 2018**

**Location: Bucks County Health Services Building**  
**911 Freedom Way, Ivyland, PA 18974**

**Attendance:** Richard Goldsmith, Debra Myatt, Jeryl Degideo, Scott Forster, Kathy Fox, Lisa Goldsmith, Ray George, Commissioner Diane Marseglia,  
(Excused: Robert Race, Dr Gerald Wydro, Mark Scholl, Ken Coluzzi, Harry Crohe)

1. The meeting was called to order by Richard Goldsmith at 10:11. The draft meeting minutes from the 02/28/18 meeting were reviewed by email and copies were provided at the meeting. A quorum was not obtained at this meeting.
2. **Rich G:** Rich is still working on a “work around” to close the BCEHSAC checking account. There is a problem with obtaining signatures from the people listed as signers on the account. Mike Kimpel from the County might be able to help. The account is with Newtown Bank.
3. **Jeryl:**
  - a. Has met with Dylan Ferguson three times since he has taken office. EMS is losing money—safety network is in danger.
  - b. Mother/Baby ID bracelets being used for EMS births—the parents are comfortable with the system. Currently only one set of bracelets per station—would like to see at least 2 sets per station. Each set cost: \$260.
  - c. Opioid/Narcan Leave Behind: still going strong. Tri-Hampton does public presentations on this topic. Next up: Naloxone to the fire QRS trucks.
  - d. The new POD as arrived; stationed at Bensalem EMS.
  - e. 302 Process: Larry Loose researched this issue. Found that the Radio Room had not signed off on it. The 302 process is being added to the Radio Room procedure book. Also working with Sharon Preston/Bucks County Mental Health.
  - f. Physician Response: Scott might have access to some funds to purchase on-site amputation tools and equipment, usually needed in extended extrication processes. Need to consider having a special truck with this equipment stationed at EHS office (close to middle of the County).
  - g. Grant ended 06/30/18: need yellow book audit.
  - h. Active Shooter: Rescue Task Force→ following NIMS. Bensalem will do the training: 3 tier training program: 4 hours-General Concepts; 4 hours Concept of Field Activity; 8 hours of Physical Field Training Day. People must successfully demonstrate the ability to move people. Gear has been distributed. All 911 agencies are participating except 3.
  - i. We are working with General Services in purchasing AEDs for the County buildings. Jeryl has also touched on the topic of the importance of tourniquet kits. Would like to see tourniquet kits placed with fire extinguishers and AEDs. Commissioner Diane Marseglia noted that new Justice Center (court house) does not have AEDs.

- j. We have people from our office trained to teach Stop the Bleed classes. We would like to be able to teach classes to County offices, but not until these offices have access to tourniquet kits. Maybe a grant for tourniquet kits? Dr Blackstone recommends tourniquet kits for all main and satellite buildings.
  - k. Morrisville Ambulance out of business. The services has been taken over by Capital Health.
  - l. Chuck Pressler noted that there are 2 counties that made it illegal for patients to keep insurance ambulance reimbursements that were meant for the ambulance payments.
  - m. Bucks County Emergency Health Services administrative items have been located at 143 Bucks County Rescue. These items have been given to Rich G.
4. The next meeting will be on Tuesday, November 28, 2018.
  5. Adjournment: 11:05

Respectfully Submitted,  
Debra A. Myatt  
Secretary

**The next meeting will be on Tuesday, November 28th, 2018 at 10:00am at the Bucks County Emergency Health Services Building.**

***Please include Debra Myatt ([damyatt@co.bucks.pa.us](mailto:damyatt@co.bucks.pa.us)) , Rich Goldsmith ([antsems@aol.com](mailto:antsems@aol.com)) and Jeryl Degideo ([jldegideo@co.bucks.pa.us](mailto:jldegideo@co.bucks.pa.us)) on your RSVP responses to the meeting announcement email.***

**Bucks County Emergency Health Services Advisory Council**  
**Unapproved Council Minutes**

**February 27, 2019**

**Location: Bucks County Health Services Building**  
**911 Freedom Way, Ivyland, PA 18974**

**Attendance:** Richard Goldsmith, Robert Race, Debra Myatt, Dr Gerald Wydro, Kathy Fox, Mark Scholl, Lisa Goldsmith, Commissioner Diane Marseglia,  
(Excused: Jeryl Degideo, Scott Forster, Ray George, Ken Coluzzi, Jacki Howenstein, Harry Crohe)

6. The meeting was called to order by Richard Goldsmith at 10:03. The draft meeting minutes from the 09/26/18 meeting were reviewed by email and copies were provided at the meeting. A quorum was not obtained at this meeting.
  
7. **Rich G:** Rich is still working on a “work around” to close the BCEHSAC checking account. There is a problem with obtaining signatures from the people listed as signers on the account. Mike Kimpel the solicitor from the county might be able to help. The account is with Newtown Bank. The original account signers include Bob Oliver, Mike Heffron and Sandy Gimmel (who doesn’t remember being on the Board). There is about \$600 in the account. The check book has not been found yet. Rich will work with BBNT in Warrington for a solution.
  
8. **Dr Wydro:**
  - a. Dr Wydro and Larry Loose have been doing Quarterly Q/A with the new Radio Room staff with specific reviews of triage for overdoses vs cardiac arrest based on the incoming calls. Many of these patients are called in as cardiac arrests but are really overdose patients. To date, we have not been able to discern by the incoming call.
  - b. Ketamine Assisted Intubation Pilot: Only 2 pts were not able to be intubated in the initial pilot study. We will continue to do this pilot study for another year.
  - c. Leave Behind Narcan Update: Average leaving 3.5 transport refusals per month. Participants: Mainly Bensalem, TriHampton, and Levittown. Doing a push out to all services about this. Also working on the process to refill due to the leave behinds. Larry is working with the Bucks County Drug & Alcohol Department.
  - d. 2019 Command Sign-Off start next month—have been published on the BCEHS website.
  - e. Red Divert Policy: problem with current divert policy—ambiguity leads to a lack of understanding. Currently, dispatch ends up being the arbitrators. Divert is a courtesy. Hospitals can request a 4 hour divert block of time (before was 2 hour). Dispatch no longer makes the call except in bad weather. The new policy with a cover letter was sent to the squad chiefs/hospitals and will go into effect on March 1, 2019. So far, no feedback from either the chiefs or hospitals. The patient’s request for a specific hospital can still be met during a divert time. The squad will have to explain that that there may be a wait time to unload at the hospital. Per DoH, hospitals can be on Divert for as long as they want. If any squads have any divert problems they should contact Dr Wydro. Larry will help with divert arbitration to get the radio room out of the arbitrator roll with explicit definition of the policy and procedures.

**9. Robert Race:** Is there anyone at the County level that can help with the abuse of calling 911. County Social Services and the County Area Agency on Aging should be able to help. Can contact Commissioner Diane Marseglia for specific cases. Some of these 911 abusers may need mental health evaluation or living condition evaluations. The BC AAA and Mental Health department and work together on cases. Bucks County service providers can file for an Abuse of Public Services for help. Per Commissioner Diane Marseglia, Lenape offers a stay for a night or for a few days for mental health evaluation.

**10. Jeryl: (per notes)**

- n. Closed out our contract/grant: did not spend approx. \$12,000. Final outside audit in process. Line item adjustments have been made so can spend down as much of the grant as possible.
- o. Active Shooter/Rescue Task Force: training still on-going. Doing 3 separate tiered classes. Gear has been distributed. All 911 agencies are participating except 3.
- p. Working with BC General Services to purchase AEDs for County buildings. I have touched on the importance of tourniquet placement as well. We would like to place TECC kits with fire extinguishers and AEDs.
- q. Stop the Bleed: our office would like to teach this class to the County offices, but not until tourniquet/bandage kits are purchased.
- r. Additional discussion at the meeting: Rich G has approached the SMMC Trauma dept. about providing \$\$ for the TECC kits. The CEO stated the Foundation \$\$ is for internal use only. Include update about Stop the Bleed Equipment at our next meeting.

11. MCI training event will be held at Bensalem training center on May2nd. The BCEHS office will be providing the moulage.

12. The RTF staff: headed in the right direction. 239 level 3 providers trained with 48n officers in various departments. 100% of Bensalem staff trained. Warminster is doing the training. There has been significant process and we are continuing to move forward. Feedback from the participants has been very good. Once trained, additional training updates will be needed. Note: all body armor expires every 5 years. We have 20 people who need level 3 training. Mark S: we need a way to ensure there are equal training opportunities across all squads---like each squad gets 2-3 seats for each training course. Dr Wydro: great feedback on the RTF training---well organized at the Bensalem training center.

13. The next meeting will be on Wednesday, May 22, 2019. Future meetings: Wed 09/25/19 and Wed 11/27/19.

14. Adjournment: 11:04

Respectfully Submitted,  
Debra A. Myatt, Secretary

**The next meeting will be on Wednesday, May 22th, 2019 at 10:00am at the Bucks County Emergency Health Services Building.**

# **Bucks County Emergency Health Services Advisory Council**

## **Unapproved Council Minutes**

**May 22, 2019**

**Location: Bucks County Health Services Building**

**911 Freedom Way, Ivyland, PA 18974**

**Attendance:** Richard Goldsmith, Robert Race, Debra Myatt, Jeryl Degideo, Dr Gerald Wydro, Mark Scholl, Lisa Goldsmith, Commissioner Diane Marseglia, Scott Molle (Radio Room—member or guest?)

(Excused: Scott Forster, Kathy Fox, Ray George, Ken Coluzzi, Jacki Howenstein)

15. The meeting was called to order by Richard Goldsmith at 10:15. The draft meeting minutes from the 02/27/19 meeting were reviewed by email and copies were provided at the meeting. Correction to the 02/27/19 draft meeting minutes: Jim Gimmel was probably one of the original check signers the account was will BBNT Bank. The minutes were approved with this correction. Additional discussion on the check signer's situation is needed to close the checking account: Jeryl will contact the County Solicitor to get a letter for bank about not have any of those with check signing ability available to close the checking acct.

16. Jeryl:

- a. The State Contract is in the pipeline; the 1<sup>st</sup> of 4 year extensions.
- b. Saturday, July 13<sup>th</sup>: SEPTA full scale MCI drill in Middletown. ST MMC will be receiving the mock patients. It will take place near Silgon Plastics.
- c. So far this year we have helped out with the Bensalem MCI drill and 2 high school Prom Promises.
- d. Bensalem EMS & Jefferson Health are in a partnership with a Stroke Support Ambulance, with a mobile CT scan. It is not licensed yet—the details are still being worked out.
- e. Opioid Meetings: Jeryl & Larry, Leave Behind Narcan and ER Warm Hand-Offs. The rehab centers do not have enough beds.
- f. 2 EMT classes will be finishing up at the end of May.
- g. 2019—all Hazzard Spring Exercises will include skilled nursing groups.

17. Dr Wydro:

- f. Bensalem EMS/Jefferson partnership mobile CT scan ambulance: The entire program has been transparent. This is a pilot program. The request is in for a licensure change to cover this specific ambulance. Reminder, the patient has the right to choose what hospital they want to go to. There has been a discussion about this concerning money involved with this.
- g. Quality Assurance: End Title CO2: CARE Summary: National Cardiac Arrest Recovery: Do things to increase survival of cardiac arrest. Aggressive Hands-Only CPR to increase ROSC for pre-hospital care, resulting in delivering highly viable patients to the ER. 11% discharge; 9% with good cerebral scores.
- h. Ketamine: we have the highest # of Ketamine intubations in the Commonwealth.

- i. Per Image Trend report, our region Leave Behind Program averages 5-7 kits per month left behind. House Bill 1005 of 2019 is saying that a 1<sup>st</sup> Responder should now be responsible for inputting info about Leave Behinds documentation in the PDMP. This could chill the Narcan Leave Behind program.
- j. Concerning the Regional Command Authorization Program: includes both a written and a psychomotor skill exam. We need consistent representation from the non-engaged squads. This is our 10<sup>th</sup> year—and may be our last year. We are one of few Regions that has regionalize credentialing. We need to talk to the hospitals for some financial support to recognize the actual participating organizations---maybe a way to incentivize recognition of top performers. The bottom line is that we may lose this program next year. We are very discouraged by the lack of participation. Jeryl was asked at a Chief's meeting if they are paying the people to go, and the answer is basically yes. Robert R noted that there is a shortage of recruiting and retaining of qualified personnel. This could also be related to the general job work ethic of the general millennial population. If several hospitals would donate \$2500, we could provide incentive gift cards.

**18. Robert Race:**

- a. The Bensalem MCI drill was held on 05/02/19. There were 140 participants. At face value it was a success. EMT providers were in a simulated environment and their responses were monitored.
- b. The RTF is continuing the credentialing process across the board. Jeryl is for finances to fund Fire Training for RTF.

19. Adjournment: 12:02

Respectfully Submitted,  
Debra A. Myatt, Secretary

**The next meeting will be on Wednesday, September 25th, 2019 at 10:00am at the Bucks County Emergency Health Services Building.**  
**(Deb Myatt will not be at this meeting, so someone will have to take notes. *It would be very helpful to the note taker to have a sheet from each of your who will be presenting something to the Council.*)**

***Please include Debra Myatt ([damyatt@buckscounty.org](mailto:damyatt@buckscounty.org)), Rich Goldsmith ([antsems@aol.com](mailto:antsems@aol.com)) and Jeryl Degideo ([jldegideo@buckscounty.org](mailto:jldegideo@buckscounty.org)) on your RSVP responses to the meeting announcement email.***

**Note: These minutes are still in draft. They will be voted on for approval at the September 2019 meeting.**



# Medical Advisory Committee

September 12, 2018 Minutes

Attendance:

Dr. Wydro Regional Medical Director  
Dr. Brabazon Chal-Brit Regional EMS, Abington Jefferson  
Dr. Lavelle Central Bucks EMS  
Dr. Geracimos St. Mary EMS  
Dr. Miranda Levittown Fairless Hills Rescue Squad, Morrisville Ambulance, Jefferson Bucks  
Dr. Yeh Temple Med Flight, Tri-Hampton Rescue Squad  
Dr. Blackstone St. Mary Trauma  
Dominica Leisey Holly Redeemer Hospital  
Chris Reif Jefferson Health  
Charles Kleinschmidt JeffStat  
James Glessner Temple Trauma, Penndel Middletown Emergency Squad  
Mike DelRossi Warrington Community Ambulance  
Mark Scholl Warrington Community Ambulance  
Ed Copper Bensalem EMS  
Corey Matthews Tri-Hampton Rescue Squad  
Tom Dougherty Newtown Ambulance  
Scott Henley Central Bucks Ambulance  
Larry Loose Bucks County Emergency Health Services

**1. Meeting Called to order:** 1000

**2. Review of Meeting Minutes May 2018-** Approved as written

**3. Subcommittee Report**

a) **QA-Attached**

-Discussion about triaging reversed opioid overdoses to BLS

-Discussion about termination outside the residence - Consensus of the committee this practice should not be done

b) **Cardiac Arrest-** Attached

**4. Old Business**

a) **2018 Regional Credentialing Program Update-** Larry Loose provide a brief update on the process. Dr. Wydro encouraged to help start create next year's sessions

b) **Naloxone Leave Behind Program Update-** Larry Loose gave an update on the program. Any agencies interested should contact Larry

c) **Ketamine SAI Update-** Dr. Wang gave an update on the pilot.

d) **CARES Registry-** Dr. Wydro report there still many agencies not participating in CARES.

**5. New Business**

a) **Mobile Stroke Unit - Presentation and Tour**

i. Dr. Michael Stiefel – Director Capital Institute for Neuroscience-  
Tour of the unit and Discussion about their response protocols

b) **Request to add Ketamine**

i. **Newtown Ambulance Sq. 145-** Tabled until November MAC

c) **No Patient Found Disposition type-** Issue discuss agencies should monitor this disposition type

d) **Statewide EMS Protocol Update Survey-** Dr. Wydro provided link for statewide for protocol recommendations and updates

i. <https://s.zoomerang.com/r/ProtocolUpdate2018Recommendations>

**6. General Information / Good and Welfare**

a) **Next meeting November 7, 2018**

b) **Alvin Wang, DO – Regional Medical Director Montgomery County**

c) **Public Safety Hearing – St Rep Perry Warren – 9/20/18 – Location TBD**

**7. Adjournment 11:30**

# Medical Advisory Committee

November 7, 2018 Minutes

Attendance:

Dr. Wydro Regional Medical Director, Penndel Middletown  
Dr. Brabazon Chal-Brit Regional EMS  
Dr. Marchetta Newtown Ambulance, Warrington Ambulance  
Dr. Wang Bensalem SWAT, Regional CPI  
Dr. Yeh Temple Med Flight, Tri-Hampton Rescue Squad  
Dr. Blackstone St. Mary Trauma  
Dr. Postupack Holy Redeemer Hospital  
Charles Kleinschmidt JeffStat Air  
Corey Matthews Tri-Hampton Rescue Squad  
Mike DelRossi Warrington Community Ambulance  
Evan Resnikoff Newtown Ambulance  
Larry Loose Bucks County Emergency Health Services

**1. Meeting Called to order 1000hrs**

**2. Introductions of members / guests**

**3. Review of Meeting Minutes September 2018-** Approved as written

**4. Subcommittee Report**

a) **QA-** Attached

b) **Cardiac Arrest-** Attached

**5. Old Business**

a) **Naloxone Leave Behind Participation-** Dr. Wydro was at a meeting with a commissioner and they inquired why not all of EMS was participating. Brief discussion about the program. Larry Loose gave a brief report on the leave behind program. Dr. Wydro reminded any agency interested in the program should contact Larry Loose.

b) **Ketamine SAI Update-** Dr. Wang gave a brief updated on the pilot. Dr. Wang has a request to the Bureau of EMS to extend the pilot.

c) **CARES Registry reminder-** Dr. Wydro reminded agencies about the CARES Registry. Larry reports that participation has dropped off. Some agencies have not submitted any data.

**6. New Business**

a) **Request to add Ketamine**

**i. Newtown Ambulance Sq. 145-** Requested approval to carry Ketamine for Excited Delirium. Evan Resnikoff gave an overview of their process to meet the requirements in Protocol 8002 Excited Delirium. MAC approved Newtown Ambulance to carry Ketamine for Excited Delirium.

b) **Jefferson Bucks County STEMI Program-** Dr. Wydro announced Jefferson Bucks Hospital starting to do emergent cardiac catheterizations January 2019. Handout provided with a description of their program.

c) **Protocol Updates-** Dr. Wydro reminded the committee the state MAC is working on protocol updates. Please contact Larry or Dr. Wydro if you have any suggestions.

d) **Discussion: Medical Command Physician "Orders" for Transport-** Some providers have experienced MCP ordering transport of patients who are competent to refuse care. Discussion

**7. General Information / Good and Welfare**

a) **Next meeting January 23, 2019**

b) **2018 CARES Awards-** Dr. Wydro congratulated agencies who received awards.

c) **Safety Quips for Radio Room-** Dr. Wydro encouraged committee to submit new safety quips 2019

d) Tri Hampton advised their modems are expiring and they will not be to send EKG's to Lifenet.

e) Levittown Fairless Hills Rescue opened a discussion about the over triage of cardiac arrest due to opioid crisis. Fire companies express concerns of too many calls. Extensive discussion.

**8. Adjournment: 1124hrs**

# Bucks County Emergency Health Services Medical Advisory Committee

January 23, 2019 Minutes

Attendance:

Dr. Wydro Regional Medical Director, Pennel Middletown Emergency Squad

Dr. Jaslow Bucks County Rescue Squad

Dr. Wang Bensalem SWAT, Bucks Regional CPI

Dr. Lavelle Central Bucks EMS

Dr. Baptista Capital Health EMS

Dr. Geracimos St. Mary EMS

Dr. Bryan Temple Med Flight

Larry Loose Regional EMS Office

Charles Kleinschmidt JeffStat Flight

James Glessner Pennel Middletown Emergency Squad

Mike DelRossi Warrington Ambulance

Brian Beecher Newtown Ambulance

Corey Matthews Tri-Hampton Rescue Squad

Ray George Tri-Hampton Rescue Squad

Scott Henley Central Bucks EMS

Chris McLarnon Bensalem EMS

Ed Copper Bensalem EMS

Colleen Campbell St. Mary EMS

Scott Donohue Capital Health EMS

1. **Meeting Called to order-1000hrs**

2. **Introductions of members / guests**

3. **Review of Meeting Minutes November 2018-** Approved as written

4. **Subcommittee Report**

a) **QA-** Attached

b) **Cardiac Arrest-** Attached

5. **Old Business**

a) **Naloxone Leave Behind Update-**Larry Loose reports we have added several additional agencies since the last meeting.

b) **Ketamine SAI Update-** Dr. Wang gave a brief update. Extend discussion regarding post intubation sedation and hypotension. Dr. Wang recommended if further sedation is needed administering half dose of Fentanyl and Midazolam.

6. **New Business**

a) **Hospital Diversion Discussion-**(Handout) Dr. Wydro gave a brief overview of updated policy.

b) **Initial Discussion Regional mRACE Implementation-** Dr. Wydro led the discussion regarding doing mRACE regionally. Some challenges agencies have to endorse also.

c) **Commonwealth EMS Protocol Update-** Dr. Wydro reported the current protocols are currently going through the bi-annual update process.

d) **2018 CARES Abstract Reviews (Handout) -**Dr. Wydro re-enforced the value of the CARES registry data. Larry Loose reminded the 2018 data entry deadline is approaching.

e) **EMA Response Letter 11/5/18(Handout) -** Requesting EMS agencies to review their mutual aid response order.

f) **Hospital Capabilities List-** Ray George request we create a list of hospital capabilities. Larry Loose will work on a list

7. **General Information / Good and Welfare**

a) **Next meeting March 13, 2019**

b) **EMS Safety Quips for Radio Room**

c) **EMS Week - May 19-25 2019 "Beyond the Call"**

8. **Adjournment: 1140hrs**

# Bucks County Emergency Health Services Medical Advisory Committee

May 15, 2019

## Agenda

### Attendance:

Dr. Wydro Regional Medical Director, Pennel Middletown Emergency Squad  
Dr. Brabazon Chal-Brit Regional EMS, Abington Lansdale Hospital  
Dr. Baptista Capital Health EMS  
Dr. Wang Bensalem SWAT, Regional QA, Jefferson Northeast  
Dr. Yeh Temple Med Flight, Tri-Hampton Rescue Squad  
Dr. Geracimos St. Marry EMS, St. Medical Ctr  
Larry Loose Bucks County Emergency Health Services  
Charles Kleinschmidt Jeffstat  
Chris McLarnon Bensalem EMS  
Brian Beecher Newtown Ambulance  
Corey Matthews Tri-Hampton Rescue Squad  
James Glessner Temple Trauma, Pennel Middletown Emergency Squad  
Russ Leets Chal-Brit Regional EMS  
Antony Logue Levittown-Fairless Hills Rescue  
Scott Henley Central Bucks EMS

### **1. Meeting Called to order 10:00**

### **2. Review of Meeting Minutes March 2019- Approved as written**

### **3. Subcommittee Report**

- a) **QA-** Larry Loose -Attached
- b) **Cardiac Arrest-**Larry Loose Attached

### **4. Old Business**

- a) **Ketamine SAI Update-** Dr. Wang reports the pilot continues to be going well. He also noted a decrease in incidence of hypotension since the decrease in medication dosing of post intubation sedation.
- b) **Regional Medical Command / Credentialing Update-** Dr. Wydro lead a discussion on the future of the regional sessions. Should the process continue? Is there a value? Create an MOU? No formal decision made

### **5. New Business**

- a) **2019 Protocol Updates / Revisions-** Dr. Wydro gave a brief update. Discussion to have a protocol working for the next protocol update.
- b) **Cares Video 2018 Data Metrics-** Hyperlink provided. Dr. Wydro discuss the importance of participating in the CARES project.
- c) **Prehospital Ultrasound Pilot – York EMS-** Dr. Wydro provided a summary of the pilot approved by the State MAC
- d) **Hospital Intercom – Verizon transition-** Larry Loose summarized the problem with current system and the possible solutions.

# DRAFT

e) **Naloxone Reporting – HB 1005-** (Handout)-Discussion. Dr. Lavelle to send a comment.

**6. General Information / Good and Welfare**

- a) Next meeting July 10, 2019
  - b) EMS Week - May 19-25 2019 “Beyond the Call”
  - i. Jefferson NE EMS Seminar - 5/23/2019
  - c) PA EMS Conference Sept 4-6, 2019
  - d) St. Mary EMS Week Activity
- 7. Adjournment 11:08**

# DRAFT

**Note: These minutes are still in draft. They will be voted on for approval at the September 2019 meeting.**

# Regional QA Report

## September 12, 2018

Time: April 1- June 30, 2018

Advanced Airway Attempts- 132 (Patients) 92% success rate Exclude 1 Poor documentation

Goal 85% first pass

1st =67% 2nd= 13% 3rd = % King LT % note 3 patients went direct to King LT

ETCO2 Compliance 94% (goal 95%)

**Cardiac Arrest-** 109 patients 29 (27%) had mechanical CPR (exclude 1 Pedi)

Initial rhythm Asystole- 49% (50) 6 omitted no initial EKG

Last rhythm Asystole – 48% (44) 17 omitted no end EKG

Initial & Last Asystole- 32% (33) 61% were terminated 7 omitted missing EKG

6 cases had explanations for Transport (i.e. Ped, Public, Transient pulses)

7 with Lights & siren

Shockable – 22 % (23) 6 omitted no initial EKG

48% were shock prior to EMS arrival

PEA= 21% (22) 6 omitted no initial EKG

Witness by EMS= 8%

ROSC- 29 patients 27%

Initial Rhythm:

Asystole- 32% (9)

PEA- 21% (6)

VF/VT- 46% (13) 8 were defib prior to EMS

Witness by EMS- 0

8 patients (28%) had mechanical CPR

Transport L & S w/o ROSC- 33% transported emergently

Omitted witness by EMS, Transient ROSC, PED

Discussion-

Continue missing initial and end EKG interpretations-

Terminations outside of residences

Triage of reversed opioid patients???

EKG Identifiers

Medical Command Contact time??

# Regional QA Report

## November 7, 2018

Time: July1-September 30, 2018

Advanced Airway Attempts- 125 (Patients) 93% (116) success rate QTR2 %

Goal 85% first pass

1st = 69(82) % 2nd=10% (12) 3rd = 0.8% (1) King LT 18% (21) note 6 patients went direct to King LT

ETCO2 Compliance = 98% QTR2 % (goal 95%)

**Cardiac Arrest-** 108 patients (34%) (36) had mechanical CPR QTR = patients

3 pediatric patient

Initial rhythm Asystole- 59% (64) QTR 2 omitted no initial EKG

Last rhythm Asystole – 47% (51) QTR 3 omitted no end EKG

Initial & Last Asystole- 39% (42) QTR 4 were omitted. 71% (29) were terminated

Shockable –9% (10) QTR 2 omitted no initial EKG

PEA= 21% (23) QTR 2 omitted no initial EKG

Witness by EMS= 8% (9)

ROSC- 24 patients 22 % (QTR1= %)

Initial Rhythm: omitted no initial EKG

Asystole- 45% (11)

PEA-21% (5)

VF/VT- 21 % ( 5) 3 shocked prior to EMS

Witness by EMS-12% (3)

3 patients (13 %) had mechanical CPR-Omitted 1 Ped

Transport L & S w/o ROSC- 9 patients 36% transported emergently

Excluded: Witness by EMS, PED, Transient ROSC

Notes:

Flights- Jan. 1-Sept 30- 33 request for air ambulance. 11 Transports, (2 Burns

# Regional QA Report

## January 23, 2019

Time: Oct. 1 –December 31, 2018

Advanced Airway Attempts- 124 (Patients) 94% success rate

Goal 85% first pass

1st =73% 2nd= 12% 3rd =5% King LT 6% (post attempts)

10 patients went direct to King LT 100% successful

ETCO2 Compliance 97% QTRX (goal 95%)

**Cardiac Arrest-** 108 patients 28% had mechanical CPR Omitted 3 Pediatric arrest

Initial rhythm Asystole- 51% 6 omitted no initial EKG 1 neonate no EKG applied

Last rhythm Asystole – 38% 9 omitted no last EKG 1 neonate no EKG applied

Initial & Last Asystole- 36% (57% were terminated) 12 omitted due to missing EKG

Shockable – 18% 6 omitted no initial EKG 1 neonate no EKG applied

PEA= 19% 6 omitted no initial EKG 1 neonate no EKG applied

Witness by EMS= 10%

ROSC- 28 patients 26%

Initial Rhythm: 1 omitted no initial EKG

Asystole- 29%

PEA- 21%

VF/VT- 36%

Witness by EMS-11%

6 patients (21%) had mechanical CPR

Transport L & S w/o ROSC- (81 Transports) 15% transported emergently

Excluded-PEDs, Witness Arrest, VF/VT, Transient Pulses, ROSC, PEA>60

Notes-

I will have 2018 year totals

10 Leave Behind Naloxone



# Regional QA Report

May 15, 2019

Time: 2019 Quarter 1 (January 1- March 31)

Advanced Airway Attempts- (137Patients) 95% success rate

Goal 85% first pass

1<sup>st</sup>=74% (101) 78% including direct glottis device 2<sup>nd</sup>= 9% (13) 3<sup>rd</sup> = 1%(2) King LT 9% note 6 patients went direct to King LT

ETCO<sub>2</sub> Compliance 98% QTR1 (goal 95%)

SAI Cases- 18 patients 88% success. 10 Ketamine 8 Etomidate

**Cardiac Arrest-** 114 patients 35 had mechanical CPR QTR1 (includes 1 Neonate)

Initial rhythm Asystole- 45% 1 omitted no initial EKG

Last rhythm Asystole – 42% 4 omitted no initial EKG

Initial & Last Asystole- 34% 62% (23) were terminated 5 omitted due lack of EKG

Shockable – 18% 1 omitted no initial EKG

PEA= 25% 1 omitted no initial EKG

Witness by EMS= 10%

ROSC- 28 patients 25% QTR

Initial Rhythm:

Asystole- 36%

PEA- 14%

VF/VT- 32%

Witness by EMS- 11%

6 patients (22%) had mechanical CPR

Transport L & S w/o ROSC- % transported emergently

51 patients Transported without ROSC 31 were transported with Lights & Siren. 13 (42%) did not meet lights and siren transport criteria.

**Note: These minutes are still in draft. They will be voted on for approval at the September 2019 meeting.**

# **ANNEX D**

## **Comprehensive Regional EMS System Plan**

- An inventory of all EMS resources available in the region;
- An assessment of the effectiveness of the existing regional EMS system and a determination of the need for enhancement of the regional EMS system;
- A statement of goals and specific measurable objectives for delivery of EMS to persons in need of EMS in the region;
- Identification of inter-regional problems and recommended measures to resolve those problems;
- Methods to be used in achieving stated performance measures;
- A schedule for achievement of the stated performance measures;
- A method for evaluating progress toward achievement of performance measures;
- Estimated costs for achieving the stated performance measures;
- Other information as requested by the Department.

**INVENTORY**

<b>TEM/UNIT DESCRIPTION</b>	<b>UNIT # RADIO ID</b>	<b>FUNDED SOURCE</b>	<b>MAKE</b>	<b>MODEL / YEAR</b>	<b>EXTERIOR COLOR</b>	<b>PHYSICAL LOCATION NAME</b>
BC EHS OFFICE CAR	EHS1	BEMS	CHEVY	CHEVY / 2009	DARK BLUE	BUCKS COUNTY EHS OFFICE
MASS CASUALTY UNIT	MCI108	SEPA TF		BREAD TRUCK/2006	WHITE	ST. LUKES QUAKERTOWN
MASS CASUALTY UNIT	MCI134	SEPA TF		BREAD TRUCK/2006	WHITE	CHAL-BRIT EMS
MASS CASUALTY UNIT	MCI244	SEPA TF		BREAD TRUCK/2006	WHITE	MIDDLETOWN FIRE MARSHAL
MASS CASUALTY UNIT	MCI115	SEPA TF		BREAD TRUCK/2006	WHITE	TRI-HAMPTON RESCUE
POD TRUCK	SS800	SEPA TF	GMC	2008	WHITE	BUCKS COUNTY EHS OFFICE
POD TRUCK	SS800-1	SEPA TF	INTERNATIONAL	TERRARSTAR SFA	WHITE	BUCKS COUNTY EHS OFFICE
POD TRUCK	SS188	SEPA TF		2018	WHITE	BENSALEM EMS
PODS - EMS EQUIPMENT (5)		SEPA TF	PODS 1-5 MCI/STRIKE/TENTS/ LIGHTS/ GENERATOR	SEAGRAVE	WHITE	BENSALEM EMS
PODS - EMS EQUIPMENT (5)		SEPA TF	PODS 6-10 MCI/STRIKE/TENTS/ LIGHTS/ GENERATOR	SEAGRAVE	WHITE	BUCKS COUNTY EHS OFFICE
PODS - MASS CARE (4)		SEPA TF	BEDS/POTTY CHAIRS/ WHEEL CHAIRS LIGHTS		WHITE	BUCKS COUNTY EHS OFFICE
FLATBED FOR POD TRUCK		SEPA TF		SEAGRAVE	BLACK	BENSALEM EMS
FLATBED FOR POD TRUCK		SEPA TF		SEAGRAVE	BLACK	BUCKS COUNTY EHS OFFICE

TENT 19' X 21'	IN POD SS800	SEPA TF	ZUMRO		YELLOW	BUCKS COUNTY EHS OFFICE
TENT 19' X 21'	IN POD SS800	SEPA TF	ZUMRO		WHITE/ BLUE	EHS OFFICE
TENT 19' X 21'	IN POD SS188	SEPA TF	ZUMRO		WHITE/ BLUE	BENSALEM EMS
TENT 19' X 21'	IN POD SS188	SEPA TF	ZUMRO		WHITE/ BLUE	BENSALEM EMS
TENT 19' X 21'	WITH MCI108	SEPA TF	ZUMRO		WHITE/ BLUE	ST. LUKE'S
TENT 19' X 21'	WITH MCI134	SEPA TF	ZUMRO		WHITE/ BLUE	CHAL/BRIT EMS
TENT 19' X 21'	WITH MCI244	SEPA TF	ZUMRO		WHITE/ BLUE	MIDDLETOWN FIRE MARSHAL
TENT 19' X 21'	WITH MCI115	SEPA TF	ZUMRO		WHITE/ BLUE	TRI HAMPTON RESCUE
GENERATORS -TOW BEHIND (6)		SEPA TF	GENERAC		WHITE	EHS OFFICE
MULTIPLE SIZE KW's SVU ENCLOSED 5 PERSON W/ LITTER MOUNT AND STOKES		SEPA TF	POLARIS	RANGER CREW 900EPS	RED	EHS OFFICE
TRAILER - 18' - SVU TRANSPORT		SEPA TF	INTEGRITY	HL8 X 18T	WHITE	EHS OFFICE PENNDL / MIDDLETOWN RESCUE SQUAD
MSEC TRAILER	TOWED BY SS168	BEMS / HPP			WHITE	
RESCUE TRUCK	SS168	AGENCY				
148 AMBULANCES		AGENCY				
78 QRS UNITS 60 EMR 1,318 EMT 2 AEMT 279 Paramedic 53 PHRN 1 PHPE 6 PHP 117 MCP BARIATRIC AMBULANCE - CURRENTLY SWITCHING INTO A DIFFERENT TRUCK - NEEDS FUNDING FOR A NEW TRUCK		AGENCY / BEMS GRANT 10 YRS AGO				PENNDL/ MIDDLETOWN RESCUE SQUAD

BARIATRIC AMBULANCE - CURRENTLY OUT OF SERVICE LOOKING FOR FUNDING TO PURCHASE YOUNGER TRUCK		AGENCY / BEMS GRANT 10 YRS AGO				NEWTOWN AMBULANCE
STATE EBOLA TRANSPORT RADIO - PORTABLES - OPEN SKY (34) - STRIKE TEAMS CASES (3) PORTABLE RADIOS RADIO - PORTABLES - OPEN SKY (2) RADIO - MOBILE OPEN SKY (1) RADIO - MOBILE OPEN SKY (1) RADIO CHARGER BANK- OPEN SKY (5) RADIO CHARGER INDIVIDUAL - OPEN SKY - (34)	M185	SEPA TF BUCKS COUNTY BEMS BEMS BEMS SEPA TF SEPA TF	PELICAN	1610	BLACK	BENSALEM EMS  EHS OFFICE EHS OFFICE EHS OFFICE EHS1 SS188 EHS OFFICE EHS OFFICE
REGIONAL DATA COLLECTION - IMAGE TREND TRIAGE TAGS (5,000 PLUS)		SE PA TF PURCHASED/ MAINTENCE BY BEMS				IN THE CLOUD EHS OFFICE
TRIAGE TAGS (5,000 PLUS) TRIAGE DECON TAGS		SE PA TF SE PA TF	SMART TRIAGE SMART TRIAGE			MCI, QRS,ALS,BLS ACROSS REGION EHS OFFICE
TRIAGE DECON TAGS		SE PA TF	SMART TRIAGE			MCI, QRS,ALS,BLS ACROSS REGION
TRIAGE COMMAND BOARDS		SE PA TF	SMART TRIAGE			MCI, QRS,ALS,BLS ACROSS REGION

TRIAGE COMMAND BOARDS	SE PA TF	SMART TRIAGE		EHS OFFICE
TRIAGE HIP PACKS	SE PA TF	SMART TRIAGE		EHS OFFICE
TRIAGE HIP PACKS DATA CARDS - 4 DIFFERENT COLORS - MULTI DAY MCI - ID TO ALLOW ON SITE	SE PA TF	SMART TRIAGE		EVERY AMBULANCE, MCI, QRS
DATA CARD PRINTER - MULTI DAY MCI - ID TO ALLOW ON SITE	SE PA TF	DATA CARD		EHS OFFICE
CPR DEVICES	SE PA TF	LUCAS		EHS OFFICE
BALLISTIC VESTS	SE PA TF	POINT BLANK	GNX111AN1J06 TAN	
BALLISTIC HELMETS	SE PA TF	POINT BLANK		TAN
RTF BAGS	SE PA TF	ARK	EVAC BAG	TAN
MANIKIN/TRAILERS SIMULATOR	PRIVATE GRANT		SIM-MAN	BENSALEM EMS
CPR MANIKINS - INTELLIGENT PERSONAL FLOATATION DEVICES W HELMETS AND WHISTLES - STRIKE TEAM	BEMS			EHS OFFICE
	BEMS/ BPHP			BENSALEM EMS
MOULAGE/MAKEUP	BUCKS COUNTY	IMAGE PERSPECTIVES	MULTIPLE TYPES	EHS OFFICE

SUCTION UNITS -  
PORTABLE (12)

BUCKS  
COUNTY

BUCKS  
COUNTY  
PUBLIC SAFETY  
TRAINING  
BUILDING  
BUCKS  
COUNTY

REEVES

BUCKS  
COUNTY

PUBLIC SAFETY  
TRAINING  
BUILDING

# County of Bucks

## EMERGENCY HEALTH SERVICES

Freedom Way, Ivyland, PA 18974  
(215) 340-8735 Fax (215) 957-0765  
jldegideo@buckscounty.org

*Board of Commissioners*

Robert G. Loughery, *Chairman*  
Charles H. Martin, *Vice-Chairman*  
Diane M Ellis-Marseglia, LCSW

Jeryl L. DeGideo  
Director

August 20, 2019

RE: Effectiveness Evaluation

Dear Dylan,

Bucks County has evaluated our EMS system in regards to available inventory of assets and for the 3<sup>rd</sup> year in a row we have identified the same problem; Safe and dignified bariatric patient transport. We identified the problem originally over 10 years ago when bariatric patients were being transported on rollback trucks or even motorcycle trailers. This type of transport is very dangerous and we needed to correct the problem.

The Bureau of EMS provided our office with \$25,000.00 to put towards our Regional Bariatric Program. We distributed the monies between two agencies and they each retrofitted one ambulance with winches, ramps, bariatric litters and carrying equipment. This program was designed so that every agency did not have to purchase their own bariatric unit, saving all agencies monies. These 2 ambulances were available to respond anywhere in the region if requested.

The two ambulances originally retrofitted have come to the end of their lives, one agency is scrambling to try to switch litter and equipment into another aging ambulance however they are unable to switch the winch nor the ramps. We have looked into grant opportunities, however we have been unsuccessful. We are now afraid of losing the availability of these assets. We certainly still believe not all agencies should purchase their own bariatric ambulance. If the PA Department of Health, Bureau of EMS has any funding or ideas for funding we would like to hear your thoughts.

Respectfully,

Jeryl L. DeGideo  
Director



## Statement of Goals

- **Opioid Pandemic** – Bucks County supports the PA DoH endeavor on Leave Behind Naloxone. Our region has assembled Leave Behind Naloxone kits for each agency who chooses to participate. In the box we supply the Naloxone, an envelope with services available to the family and person along with a magnet (supplied by PA DoH) which has instructions for administering the Naloxone. Our goal with this project is to get more agencies in Bucks County on board. This does not have a real cost except the \$10.00 box as we utilize the PCCD grant through our Bucks County Drug and Alcohol to provide the Naloxone. This has been a great project and we hope to be able to provide this service across Bucks County. We continue to attend the Opioid Warm Handoff conferences in the SE. Having our own data collection system assists us in being able to customize the program to ask providers questions so we can build more data. We share our Bucks County opioid scrubbed data with Bucks County Drug and Alcohol and our District Attorney's office. They utilize our data for their meetings with their counterparts. We have an amazing relationship with both offices since joining this fight against opioids.
- **Healthcare Coalition** – Our office attends the Bucks County Healthcare Coalition and we are a member of the group. We are able to have direct contact with the facilities, getting to know each other and exchanging best practices prior to any emergency. The facilities have grown to trust our office, calling whenever they have a problem. We did experience problems in the past with the facilities calling HAP directly in an emergency instead of following PA Title 35, which states it is a local problem, then a county problem, and then it goes to the state then federal if needed. Our office has been appointed by Bucks County Emergency Services Division Leader as the liaison between HAP and the facilities. I have found this works the best, and we now have a working relationship with HAP and share together our information and needs. There is really no cost to this project as the Director attends most of these meetings and is mostly funded by the county.
- **Physician Response** – Last year's goal was to secure the funding and purchase equipment for the physicians. They have requested such things as saws, cardiac monitors, NFPA rescue gear and gloves along with other surgical devices. We were able to secure the funding needed for most of their request and are currently awaiting the equipment to arrive. Once everything is distributed, our Physician Response Team will be able to assist much further in the field than they have in the past. This team is just another addition to the resources we like to be able to afford to our providers without any cost. This equipment will not cost PA DoH, BEMS anything as we are utilizing SE PA Task Force dollars towards this entire project.
- **Active Shooter** – We have renamed our project to Rescue Task Force (RTF) following the NIMS categorization. We designed a 3 tier course that is designed to teach EMS personnel what to do, how to react, how to respond, how to treat in that type of environment along with how to move the patients out safely. Our overall goal is to train as many providers as we can in conjunction with police and fire so that we can save as many lives as possible in a short amount of time, all while keeping providers as safe as possible. We have trained over 200 providers through all 3 levels with an additional 75 trained through levels 1 and 2. We are still offering the training and our providers are still attending. We have also distributed helmets and vest to the participating RTF Teams, along with distributing ARK bags to every first out ambulance in Bucks County. Currently we are trying to secure a bit more money so that we can put an ARK bag on every second out ambulance. This is the hottest class going in Bucks, it is physically hard, mind numbing with stress and every provider at the end of the day says this is the best way to get con-eds – working hard, physically doing it and not sitting in front of a computer. We are thrilled to see the feedback we receive from providers, EMS chiefs, police chiefs and my own staff. Everyone working together for a common goal, it's amazing to see the teamwork created by this project. We will be continuing this project, and may need to utilize some of our Provider Equipment monies to keep up with the demand by our providers for this class. We have utilized SE PA Task Force monies for this entire project, approximately \$500,000.00 along with \$10,000.00 of our 18/19 BEMS contract monies.
- **EMT Classes** – Currently Bucks County only has one Educational Institute in addition to our Bucks County EHS Educational Institute. We continue to offer EMT classes in an attempt to assist our local 911 and inter-facility agencies with staffing problems. We only utilize county dollars for this entire endeavor including: staffing, equipment and facilities for each class. We will continue to assist our agencies the best we can with providing them with certified providers so they can continue to stay in service and provide a much needed service.

- **Regional Paramedic Skill Verification** – Our office, working with the MAC, coordinates regional skill testing so our paramedics only have to attend one verification day. We ask each of the physicians on MAC attend and assist in one or two the dates so their providers can participate. The doctors have agreed that as long as one of the MAC physicians approve the skills, they will accept that physician’s signature for the command form. We started this program because we noticed that most Agency Medical Directors were just signing off on skills and not really watching the paramedic perform the skill. Our MAC decided that going this way would not only save them some time but it would ensure verification of skills. When we started this program most paramedics were very intimidated to attend and perform skill in front of doctors, however after 10 years of this project our paramedics walk in confident. They now know our physicians are here to help them, teach them and have them feel and be proficient in their skills. They ask the physicians questions now, they are confident and that is what they need to feel when they are out performing skills on true patients. This project costs man hours from my department and we usually utilize approximately \$2,500.00 of BEMS contract monies for equipment to keep this program fresh and useful to the paramedics attending yearly.
- **Treatment goals** - Our MAC has set goals for our providers to meet regarding their skills. These can be found in the MAC meeting minutes, along with where we were currently at the quarter for reaching our goals. We continue to strive to have a providers be not only proficient in skills but also in calculations and destination correctness for the patient.
- **Computer Aided Dispatch (CAD)** – Bucks County is finally purchasing a new CAD. Our current CAD is from 1983 and though it has received all of the needed/required updates and functions absolutely fine for dispatch, it is very difficult for it to interact with anything else. Once we have the new CAD up and operational, we will be able to run side by side reports with our data collection system this will tell us how our documentation is with actual times. We will also be able to run additional reports for our agencies, municipal/county/state leaders. This project will not cost BEMS any monies.
- **Critical Incident Stress Management (CISM)** – The Bucks County CISM Team is organized through our office for all emergency disciplines within Bucks County. We utilize the discipline to same discipline approach utilizing EMS, Fire, Police, Dispatch and anyone else that fits emergency services. We find it very difficult to find funding to train new members let alone training for our current members to keep them up to date but to also keep them involved and feeling needed. We usually can secure funding from SE PA Task Force for a two day class every two years, however, we feel we are leaving them down not being able to get them the training they are looking for. We would ask if there are any monies available for training that we be permitted to apply for those funds. The team is more active than we would care to admit, however we are very glad to have them have our backs. We would be looking for at least \$7,500.00 as this is the average cost for a 2 day class.
- **Bariatric Ambulance** – We continue to look for some type of funding to replace our current bariatric ambulances. This project saves individual agencies from having to each purchase their own bariatric ambulance. Currently, the agencies that have the units, are switching into newer end of life ambulances they already own to keep the project running. We are not looking to purchase new trucks as we know used vehicles are more than capable of assisting us in this mission. If BEMS has any ideas or funds that could assist us we would appreciate the assistance.

## Inter-regional problems

Bucks County has not experienced any inter-regional problems since Director Ferguson has arrived. I believe all of the regional councils are once again headed in one direction, as a team. It is quite refreshing to see the fairness there is now as I believe this is why we are all working towards the same goal instead of 13 different ideas/goals with no real communication between us. We enjoy working together once again which includes working with the staff at BEMS.

# **ANNEX E**

## **Continuity of Operations Plan (COOP)**

# COOP

Bucks County EHS, being government based is included within the County of Bucks COOP. We have the ability to be moved anywhere within Bucks County government buildings with ease. The county has an integrated telephone system, meaning we can go to any county desk phone and “bring in” our normal desk phone number. We also have the ability to forward all desk phone lines to our cell phones, meaning we never will miss a phone call coming into the office during a relocation. Our computers are laptops and Dell Pads so we do not necessarily have to be at a desk with a docking station.

We will not incur any expenses if the COOP is called, being county based means Bucks County General Services will do all the work of moving offices to another location.

Since the Bureau of EMS went with the new Registry, everything is web based, making relocation of any office almost painless. We will have no problem working with our providers and agencies during or after relocation.

Bucks County COOP is too large a document to attach as it includes a COOP for each department and also each building.

# **ANNEX F**

## **Regional Disaster Plan**

**See attached file to email. Document is too large to put directly into this document.**

# **ANNEX G**

## **Cumulative Equipment Inventory**

Include phones and computer hardware valued at \$500 or more, purchased with state EMSOF funds



### Cumulative Equipment Inventory

Item Name	Laptop/Docking station/accessories
Date of Purchase	November 2018
Model	
Serial Number	
Item Location	EHS Office/Loose
Cost	1,935.08
Contract Number	SAF4100080321

Item Name	Laptop/Docking station/accessories
Date of Purchase	November 2018
Model	
Serial Number	
Item Location	EHS Office/Diefenderfer
Cost	
Contract Number	SAF4100080321

Item Name	Projector
Date of Purchase	May 2019
Model	
Serial Number	
Item Location	EHS Office/shared equipment
Cost	\$669.99
Contract Number	SAF4100080321

Item Name	Intubation Head
Date of Purchase	April 2019
Model	
Serial Number	
Item Location	EHS Office/shared equipment
Cost	\$938.00
Contract Number	SAF100080321

In closing, I would like to thank all of the BEMS staff for the teamwork we have seen over the past year. We truly have not been a team for approximately 5 years and we were not moving EMS into the future. All that has changed, we are a team, and we are all trying to do tasks the same way across regions/Commonwealth. In doing this, the providers and agencies are all hearing the same statements instead of 13 different ways making the system much more professional. The past year has been quite refreshing!!

Respectfully submitted,

Jeryl L. DeGideo  
Director