 <p>WEST VIRGINIA Department of Health & Human Resources BUREAU FOR PUBLIC HEALTH Office of Emergency Medical Services</p>	<p>Office of Emergency Medical Services</p> <p>Vehicle Permit Policy</p>	<p>Pg. 1 of 6</p>
<p>January 1, 2018</p>	<p>Policy Number 5.1.2-010118</p>	<p>January 1, 2018</p>

APPROVALS

Final Draft Review and Approval by Authors on mm/dd/yyyy
Final Draft Review and Approval by OEMS Office Director on mm/dd/yyyy
Policy Reviewed and Signed by BPH Commissioner on mm/dd/yyyy

<i>AUTHOR</i>	<i>REVISED SECTION/PARAGRAPH</i>	<i>REV</i>	<i>RELEASED</i>
Author	Initial Release	00	Mm/dd/yyyy



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PURPOSE

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To ensure all EMS vehicles licensed in WV meet the standards established for safety, operations and equipment necessary to provide for the level of care licensed and transportation of the sick and injured.


POLICY

All EMS vehicles intended for use by a licensed WV EMS Agency shall meet standard criteria for each class of vehicle; for crew configurations, scope of practice and care provided.

PROCEDURE / REQUIREMENTS:

- I. General EMS Vehicle Requirements:
 - A. EMS vehicles must meet all requirements for each class as specified in 64 CSR 48-8.
 - B. Vehicle classifications:
 - 1. Non-transporting (Class A).
 - 2. Ground Ambulance (Class B and C).
 - 3. Critical Care Transport (Class D)
 - 4. Aeromedical (Class E)
 - C. Ground vehicles must be currently licensed as a motor vehicle by a State or Commonwealth if applicable for type and licensed state.
 - D. Ground vehicles must have a current vehicle safety inspection by a State or Commonwealth if applicable for type.
 - E. Aircraft must be currently licensed and inspected by the Federal Aviation Administration.
 - F. Detailed requirements for EMS vehicle operational safety, personnel safety, and patient care equipment and supplies are established by the WV Office of EMS in accordance with Scope of Practice requirements and all applicable federal or state laws or regulations, Emergency Medical Services ACT, WV Code, EMS Rule 64-48-1 and WVOEMS Policies.

- II. Vehicle Permit Fees:
 - A. Shall be \$200 annually for Ground Ambulances, Critical Care Transport vehicles and Air fixed / Rotor.
 - B. There is no fee for Non-transporting (Class A) vehicles.

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III. New Vehicles:

- A. Must be inspected by a WVOEMS representative, prior to being used for patient transport.
- B. Must be fully compliant with all applicable laws, EMS Rule 64-48-5.1 and WVOEMS policy requirements prior to being issued a permit.
- C. Vehicles which meet criteria shall be issued a permit valid for the remainder of the agency licensure period.

IV. Annual Permitting Inspections:


- A. All vehicles will be inspected at time of agency renewal licensure inspection.
- B. All aircraft type vehicles will be fully inspected by the WV OEMS and/or the FAA inspection.
- C. Vehicles which meet criteria shall be issued a permit valid for the agency licensure period.
- D. If selected vehicles do not meet or a pattern of deficiencies or irregularities is present or suspected, any or all remaining vehicles operated by the agency may be inspected.
- E. Vehicles which do not meet criteria will not be issued a permit:
 1. Such vehicles may not be used for patient care until the identified deficiencies are corrected.
 2. Re-inspection shall be at a time and place determined by WVOEMS.

V. Spot Inspections:

- A. May be initiated by WVOEMS or its designee at any time or location, regardless of current vehicle permit status.
- B. Shall not interfere with emergency response or patient care.
- C. Shall be based on criteria for the crew configuration of the EMS vehicle at the time of inspection. (EMS personnel must possess relevant credentials at the time of inspection, as required by EMS Rule 64-48-6.2.m.)
- D. Inspections will be completed using standard criteria and forms established and published by WVOEMS for each class of vehicle.
- E. Failed vehicles:
 1. Must be removed from service and not used for patient care until the identified deficiencies are corrected.
 2. Re-inspection shall be at a time and place determined by WVOEMS.

VI. Reserve (owned by the agency) Vehicle Permitting:

- A. Must be currently licensed, inspected and mechanically operational.
- B. Must have functional vehicle systems, i.e. lights and siren, heating and air conditioning, seatbelts, etc.


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C. Must be fully equipped and stocked as required for class and staffing only when in-service for patient care transport.

VII. Loaner (not owned by the agency) Vehicle Permitting:

- A. The appropriate WVOEMS staff or designee must be notified if a loaner vehicle is utilized.
- B. Must be fully equipped and stocked as required for class and staffing when used for patient care or transportation.
- C. No permit inspection is required if used no longer than ten (10) days
- D. Use beyond ten (10) days requires a full permitting inspection.

Applicable Code/Rule: WV Code §64-48-4.39.c., §64-45-5, and §16-4C-6.a.3.

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Appendix A

Commissioner Signature Page

Policy Name: Enter Policy Name Here

Doc. Number: Enter Document Number Here

Effective Date: mm/dd/yyyy

Previous Revisions Date: mm/dd/yyyy

Latest Revision Date: mm/dd/yyyy

Reviewed and Authorized by:

Rahul Gupta, MD, MPH, MBA, FACP
Commissioner and State Health Officer

Date Signed: _____