



Administrative Policy		3201
Effective April 1, 2018	Expires March 31, 2019	
Policy: Ambulance Permits	Approval: Medical Director Reza Vaezazizi, MD	Signed
Applies To: Transport Services, EMS System	Approval: REMSA Director Bruce Barton	Signed

PURPOSE

To establish criteria for permitting ambulance operations within Riverside County.

AUTHORITY

- [California Health and Safety Code - Division 2.5: Emergency Medical Services \[1797.200.\]](#)
- [California Health and Safety Code - Division 2.5: Emergency Medical Services \[1797.222.\]](#)
- [County of Riverside Ordinance 756 \(Ambulance Ordinance\)](#)

Initial Permit Application

To receive an ambulance service permit application, the applicant will:

1. Complete and submit an interest letter in the form of an ambulance permit pre-application form. This form can be found in REMSA website (www.rivcoems.org) under permitting.
2. Complete the Riverside County Emergency Medical Services Agency (REMSA) ambulance permit application.
3. Initial ambulance permit applications are accepted from July 1 thru September 30 each year. Completed application must be submitted to REMSA no later than September 30.
4. All BLS services must establish an EMT AED program which meets or exceeds the requirements of the REMSA Policy for EMT AED Service Provider.
5. Each ambulance will utilize two-way communications equipment, as specified by REMSA, capable of direct two-way voice communications with the first response agencies and ALS transport services operating within the Riverside County EMS system; and with REMSA.
6. Each ground ambulance service must establish at least one ambulance station within Riverside County.
 - a. Each ambulance based at that location must be available as a disaster resource within one hour of REMSA request.
 - b. Each ambulance station will comply with all applicable zoning, building, and occupational health and safety regulations.
 - c. Each ambulance station will be adequate to house the ambulance crews required for the ambulance(s) based at that location.
 - d. There will be facilities sufficient for all personnel in accordance with all local, state and federal regulations.
 - e. Ambulance stations are subject to unannounced REMSA inspection.
7. Provide proof of current Commission on Accreditation of Ambulance Services (CAAS) accreditation.
 - a. Private ambulance services that hold/held a current permit on April 1, 2015, must meet this requirement by April 1, 2017 (this grandfather clause will be removed at that time).
 - b. Private ground ambulance services that also provide air ambulance services may accredit the service's ground ambulances with the Commission on Accreditation of Medical Transport Systems (CAMTS) as a substitute for CAAS accreditation (CAAS does not accredit air ambulances).
 - c. Public ambulance services are exempt from CAAS accreditation but are encouraged to obtain it.

8. Pass REMSA inspection of ambulance equipment and supplies.
9. Pay ambulance permit and unit fees as directed by County of Riverside Ordinance 756.
10. Meet all requirements identified in the ambulance permit application.
11. Comply with all rules and regulations.

Conditions of Permit

1. An ambulance service permit is valid from the date of issue and expires on June 30 each year.
2. Comply with all applicable provisions of Ambulance Ordinance 756; and with all regulations, policies and protocols established to carry out its provisions.
3. All permitted providers will meet operating standards as may be established by REMSA.
4. Maintain an EMT AED program which meets or exceeds the requirements of the REMSA Policy for EMT AED Service Provider.
5. Maintain fully operational two-way communication equipment in each ambulance as specified by REMSA.
6. Maintain at least one ambulance station within Riverside County.
7. Maintain current CAAS accreditation.
 - a. Private ambulance services that hold/held a current permit on April 1, 2015, must meet this requirement by April 1, 2017 (this grandfather clause will be removed at that time).
 - b. Private ground ambulance services that also provide air ambulance services may accredit the service's ground ambulances with the Commission on Accreditation of Medical Transport Systems (CAMTS) as a substitute for CAAS accreditation (CAAS does not accredit air ambulances).
 - c. Public ambulance services are exempt from CAAS accreditation but are encouraged to obtain it.
8. Comply with all requirements of the County of Riverside Ordinance 756 Section H.
9. The permit officer may deny the renewal of, suspend, or revoke a provider permit issued under the provisions of the County of Riverside Ordinance 756 when it has been found that the permit holder has violated one or more of the conditions set forth in Section M of the ordinance. This is based upon such facts or circumstances as may be known to the permit officer, or discovered upon his or her conducting an investigation.
10. During mass casualty incidents (MCIs), the capability of the 911 ambulance providers to provide necessary prehospital emergency care and transportation may be insufficient for the number of casualties. Therefore, it is necessary that all non-911 ambulances permitted in Riverside County be available to assist during an MCI. For this reason, each permitted provider will make available, and place into service, all available permitted units upon REMSA request. All permitted ambulance providers, in the event of an MCI, will:
 - a. Provide immediate ambulance resource availability within Riverside County when requested by REMSA.
 - b. Have an emergency response plan which includes a personnel call-back plan.
 - c. Have trained all management and field personnel for compliance with any REMSA approved Riverside County MCI Plan.
 - d. Provide, within reason, immediate response to any polls or surveys from REMSA.
 - e. Provide, within reason, equipment, facilities, and personnel as requested by REMSA.
 - f. When disaster relief funding is available, the County of Riverside may assist the participating providers in seeking reimbursement for costs associated with any disaster. The County of Riverside will have no financial responsibility for these costs or charges.

11. When requested by REMSA the permitted agency or service will assign at least one fully staffed ambulance to participate in Riverside County organized disaster exercises. The request for participation will be provided in writing at least 30 days in advance. All costs associated with participation in disaster exercises will be the sole responsibility of the permitted agency or service.

Permit Renewal

1. Applications for renewal of an ambulance permit must be submitted to REMSA at least 60 days prior to expiration.
 - a. Any application for renewal submitted less than 60 days prior to expiration is subject to a renewal fee increased by 20 percent.