



2007 BLS-FR Service Update – Checklist

TO REMAIN ACTIVE: If your organization is currently providing regular and ongoing BLS-FR emergency medical services and intends to retain its' NYSDOH issued EMS agency code, please complete the following (*If not, go to the next page*→):

- NYSDOH POLICY STATEMENT 06-04: BLS-FR SERVICES INFORMATION** – Review to refresh your understanding of the importance and responsibilities of providing BLS-FR EMS response. (**RECOMMENDED**)
- NYS BLS AGENCY INFORMATION UPDATE FORM** – Completed and signed. Leave the boxed area at the bottom blank. (**REQUIRED**)
- EMS PARTICIPATION AGREEMENT (EMS-PA)** – Provide a copy of the agreement(s) currently in force with Ambulance Service(s) that transport patients treated by your organization. If your organization does not have an EMS-PA currently, an enclosed sample has been provide to assist you in creating and executing a new agreement. (**REQUIRED**)
- EMS SYSTEM INFORMATION** - Review and complete the form provided. Provide responses to each of the items listed, or attach separate document providing explanation if needed. (**REQUIRED**)
- PUBLIC ACCESS DEFIBRILLATION (PAD) INFORMATION** – BLS-FR agencies that in the past received Automatic External Defibrillation (AED) approval at the EMT-D level, or do not have AED approval, are being encouraged to register as a Public Access Defibrillation (PAD) service. This designation will allow any member of your organization who is trained in CPR and AED use to operate the AED. If you are already a PAD service and have changed Service Medical Director, or made significant changes to your operations since filing your initial PAD Notice of Intent (NOI), updated documentation must be filed with the Regional EMS Office. (**REQUIRED / RECOMMENDED – Depends on current status. Contact Regional EMS Office.**)
- BLS EPI PEN / ALBUTEROL INFORMATION** – If your BLS-FR agency has received approval to provide BLS Epi-Pen and/or nebulized Albuterol, a listing of those EMTs who have received updated training and have been authorized by the Service Medical Director to provide those interventions with EMT numbers must be submitted regularly to the Regional EMS Office. Also if you have changed Service Medical Directors, a new documentation must be filed with the Regional EMS Office. (**REQUIRED / RECOMMENDED – Depends on current status. Contact Regional EMS Office.**)

NOTE:

- *The BLS-FR Agency update to must include all the items listed above if your organization intends to retain a NYSDOH issued EMS Agency Code Number. If your agency has already submitted all these items, please complete and return **ONLY** the Agency Update form.*
- *Please be sure to sign and date the bottom of the **BLS FR AGENCY INFORMATION UPDATE FORM** after completing the requested information.*
- **ALL DOCUMENTS ARE AVAILABLE IN ELECTRONIC VERSION ON THE WESTCHESTER REGIONAL EMS WEBSITE, WWW.WREMSCO.ORG , IN THE NYS DOH SECTION UNDER “ADVISORIES/UPDATES”**



2007 BLS-FR Service Update – Checklist

TO DE-ACTIVATE: If your organization is **NO LONGER** providing BLS-FR emergency medical services and would like to surrender its' NYSDOH issued EMS agency code, please follow the instructions below.

- NYS BLS AGENCY INFORMATION UPDATE FORM** – Mark the “**No Longer Providing EMS**” box at the bottom of the sheet and return it to Regional EMS Office.

The Regional EMS Office will notify the NYSDOH and the NYSDOH BLS-FR Agency Code will be deactivated. Ambulance services in your local EMS system will be advised that your organization is no longer participating as a BLS-FR.

NOTE:

- *Your agency **does not need** a NYSDOH issued BLS-FR Agency Code to be authorized to provide Public Access Defibrillation (PAD). Each Public Safety service should consider PAD as a minimum level of care even if only for the protection of their own agency members / employees.*
- *Please be sure to sign and date the bottom of the **BLS FR AGENCY INFORMATION UPDATE FORM** after completing the requested information.*