

	3501	<b>Emergency Medical Services System Quality Improvement Program (EMSQIP)</b>
Nor-Cal EMS Policy & Procedure Manual	Documentation and Quality Improvement	
Effective Date: 4/07/2021	Next Revision: 4/07/2024	
Approval: Jeffrey Kepple MD – MEDICAL DIRECTOR	SIGNATURE ON FILE	

## Authority

Health and Safety Code Division 2.5, California Code of Regulations, Title 22, Division 9. California Administrative Code, Title 22, Division 9, Chapter 1.5, 2, 3 and the Health and Safety Code, Division 2.5, Section 1797.220

## Purpose

To establish Emergency Medical Services Quality Improvement Program(EMSQIP) requirements for EMS system participants.

## Policy

- 1) AED/BLS/ALS/LALS prehospital provider organizations and base/modified base hospitals shall submit a written EMSQIP to Nor-Cal EMS for review and approval every five (5) years. The written EMSQIP shall include the following minimum information (template provided):
  - a) Provider name and management structure, including QI coordinator, medical director, and internal QI structure. Include an organizational chart if available.
  - b) Description of how, how often and who collects/analyzes QI indicator data.
  - c) Description of how and how often QI indicator data is shared with QI committees, technical advisory committees, peer review groups, management, etc.
  - d) Description of how the provider communicates QI activities to external stakeholders (other EMS system participants, elected officials, the public, etc.).
  - e) Description of the provider's approach to performance improvement and the process used to implement changes.
  - f) Description of how provider policies and procedures are developed/revised, and how staff are educated/trained on new/revised policies and procedures.
  - g) Description of how staff are educated/trained on new/revised Nor-Cal EMS policies and protocols.
  - h) Description of the process for ensuring staff complete other required EMS education/training.
  
- 2) All AED/BLS/ALS/LALS EMS system participants shall participate in the Nor-Cal EMS EMSQIP which may include providing records for program monitoring and evaluation.
  
- 3) AED/BLS/ALS/LALS EMS system participants shall develop a performance improvement plan when their EMSQIP identifies a need for improvement. Collaboration with Nor-Cal EMS and/or other EMS system participants will collaborate to identify system issues, will be discussed at MAC/AMAC, and a year plan will be determined.
  
- 4) All agencies with Nor-Cal EMS will be sent a year-end report form, requesting data of pre-determined criteria and narrative reviews. This data can be pulled from agency ePCRs/PCRs.
  
- 5) All provider agencies:
  - a) Peer Review Audit form is available for use for EMSQIP in your agency. You may submit the forms with the yearend report for those PCRs within the criteria.
  - b) The Optional Scope Utilization form shall be submitted within 7 days of the use of optional scope skills/medications.
  - c) Optional Skills training rosters shall be submitted yearly to Nor-Cal EMS.