

Santa Clara County EMS Agency

Project Work Plan (April 2010 – July 2011)

Revised January 2010 (P Indicates Priority Agency Project)

Description	Components	Lead Staff
(P) Emergency Medical Services Data System Implementation (Multi-Year Project)	<ul style="list-style-type: none"> Complete Selection of Data Solution. Implement Phase 2 of the EMS System Data Project Complete Trauma Registry Implementation/State Data Share Pilot 	Marcotte <i>On Schedule</i>
(P) Exclusive Operating Area Vendor Selection Process (Multi-Year Project)	<ul style="list-style-type: none"> Develop and implement EOA Ambulance Provider Agreement. New agreement start July 1, 2011. 	Davies <i>On Schedule</i>
Develop and Implement Paramedic Receiving Facility Agreements	<ul style="list-style-type: none"> Develop paramedic receiving facility agreements to include data, liaison functions, patient dispositions, etc. Develop appropriate fee structure. 	Not Assigned –defer to FY11
(P) EMS Plan Revision	<ul style="list-style-type: none"> All staff to add detail to evaluation components. Due to State by April 2010 (Revised by State, now due August 2010). 	Natividad <i>On Schedule</i>
EMS Field Protocol Guide	<ul style="list-style-type: none"> Revise Coordinate Distribute September 2010 	Rudnick/Muehlenberg <i>On Schedule</i>
Medical Volunteers for Disaster Response	<ul style="list-style-type: none"> Recruitment Training & Exercise Deployment Missions 	Cabano <i>On Schedule</i>

Medical Health Branch Plan	<ul style="list-style-type: none"> Assist in the revision of the Medical Health Branch Plan 	Davies <i>On Schedule</i>
Multiple Patient Management Plan Update	<ul style="list-style-type: none"> Revise to include CD-MOM Components Implement Stakeholder Recommendations 	HPP Contractor <i>On Schedule~ Due July 2010</i>
Paramedic Accreditation Examination / Annual Assessment	<ul style="list-style-type: none"> Revise and Implement Annual Paramedic Assessment 	Muehlenberg <i>On Schedule</i>
Trauma Center Verification	<ul style="list-style-type: none"> ACS Site Visits (Revised Date – April 2010) Title 22 Designation 	Marcotte <i>On Schedule</i>
EMT2010 Initiative	<ul style="list-style-type: none"> Prepare for the implementation of regulations revision for July 2010. Conduct Investigation/Bill of Rights Training 	Muehlenberg/Blain <i>On Schedule</i>
Recruitment and Hiring	<ul style="list-style-type: none"> Hire EMS Medical Director Hire EMS Specialist Hire EMS Contractors 	Davies <i>Complete</i>
Ⓟ Emergency Medical Dispatch Initiatives	<ul style="list-style-type: none"> Revise and implement EMD Policy Implement EMD Education Program Compile and publish Countywide EMD Data 	Rudnick/Pierog
Website	<ul style="list-style-type: none"> Revise EMS Agency Website Implement Form-Fills Implement Partner Log-Ins 	Not Assigned – May defer to FY11
Lessons Learned Program	<ul style="list-style-type: none"> Implement Quarterly EMS System Newsletter Coordinate with Existing Lessons Learned publication. 	Rudnick/Pierog/Marcotte/ Muehlenberg <i>On Schedule</i>

Ⓟ EMS Quality Improvement Program	<ul style="list-style-type: none"> • Implement Phase 2 of the EQUIP 	Muehlenberg <i>On Schedule</i>
EMS Update Program	<ul style="list-style-type: none"> • Conduct the Annual EMS Update Train-the-Trainer Program (September 2009) 	Muehlenberg
Ⓟ Infrequently Used Skills Program	<ul style="list-style-type: none"> • Implement a Countywide Infrequently Used Skills Program (new date in 2010). 	Rudnick
ALS/BLS Ambulance Service Contracts	<ul style="list-style-type: none"> • Revise and implement service provider agreements by May 2011. 	Not Assigned –defer to FY11
Base Hospital (2 Year Project)	<ul style="list-style-type: none"> • Review service delivery options. • Revise and implement MOU as necessary • Establish funding mechanism. 	Not Assigned –defer to FY11
Allied Healthcare Facilities Work Group	<ul style="list-style-type: none"> • Emergency Planning Initiatives • Training Opportunities • Exercise Opportunities 	Frise <i>On Schedule</i>
Communications	<ul style="list-style-type: none"> • 700 MHz Transition Project • MDT/Remote Access • GPS Improvements • Complete Fire/Mutual Aid Programming 	Blain <i>On Schedule</i>
Physician Field Response Operations	<ul style="list-style-type: none"> • Operations Plan • Equipment and Supply • Policy Implementation & Training • Implement Fall 2010 	Blain/Marcotte <i>On Schedule</i>

Conference/EMS Week	<ul style="list-style-type: none"> • Second Annual EMS Conference and BBQ – May 2010 	Marcotte <i>On Schedule</i>
Field Treatment Sites	<ul style="list-style-type: none"> • Exercise • Training • Maintenance 	Seitz <i>On Schedule</i>
Hospital Diversion Project	<ul style="list-style-type: none"> • Implement Fall 2009 Santa Clara County Hospital Diversion Workshop (Best Practices Exploration) with the Hospital Council. (updated to 2010) 	Davies
State Homeland Security Grant Program	<ul style="list-style-type: none"> • Manage grant awards. • Submit proposals April 2010. 	Davies <i>On Schedule</i>
Hospital Preparedness Program Grant	<ul style="list-style-type: none"> • Disaster Medical Operations Standards Project. • Dept. Operations Center Guides/Checklists • EMS System Operations Guide Update 	Chin <i>On Schedule</i>
Bay Area Urban Area Security Initiative (UASI)	<ul style="list-style-type: none"> • Special Assignment – Regional Medical/Health Planning 	Michael Clark (on-loan to UASI)
Prehospital Care Manual Update	<ul style="list-style-type: none"> • Routine review and revision of policies as appropriate. 	Seymour (All)
Mutual Aid Agreements (2 Year Project)	<ul style="list-style-type: none"> • Auto/Mutual Aid Agreements with San Mateo, Alameda, Santa Cruz, Monterey, and San Benito Counties. 	Not Assigned – defer to FY11
EMS Committee Modifications	<ul style="list-style-type: none"> • Review and revise Bylaws • Review and revise membership • Coordinate activities with other stakeholder groups. 	Davies - defer to FY11

Optional Paramedic Scope of Practice Additions	<ul style="list-style-type: none"> • Zofran Addition in 2010 	Rudnick <i>On Schedule</i>
Vial of Life/Healthcare Data Policy	<ul style="list-style-type: none"> • Develop • Implement by Summer 2010 	Davies <i>On Schedule</i>
Transfer of Care Policy	<ul style="list-style-type: none"> • Revise • Implement changes by Summer 2010 	Rudnick/Davies
First Responder Service Agreements	<ul style="list-style-type: none"> • Develop • Implement early 2011 	Davies
County Communications 911 MOU	<ul style="list-style-type: none"> • Develop • Implement end of 2010/early 2011 	Davies
Hospital Internal Disaster/Black Policy	<ul style="list-style-type: none"> • Develop • Implement by Fall 2010 	Davies/Seymour
Ambulance Ordinance Code & Permit Regulations	<ul style="list-style-type: none"> • Update • Implement by early 2011 	Davies/Seymour
Ⓟ Treat/Release/AMA/Consent for Care Policy Revision	<ul style="list-style-type: none"> • Revise Refusal of Service policy. 	Rudnick
Ⓟ DEOC Build/Site Move/Training		Blain <i>On Schedule</i>