
	<b>Scarborough Fire Department</b>	
	Scarborough, Maine	
	Standard Operating Guidelines	

<b>Book:</b>	<b>Emergency Operations</b>
<b>Chapter:</b>	<b>Medical Emergencies</b>
<b>Subject:</b>	<b>3435 – Paramedic Intercept Policy</b>
<b>Revision Date:</b>	<b>10/11/2016</b>
<b>Approved by:</b>	<i>DRAFT</i>

## PURPOSE

- A. To outline how the Department will respond to requests for a paramedic intercept made by an outside EMS agency.
- B. To establish methods for billing for paramedic intercept services rendered.

## POLICY

It is the policy of the Scarborough Fire Department to provide paramedic intercepts when requested from outside EMS agencies following the procedures outlined in this policy.

## SCOPE

This policy applies to requests made from either municipal or private EMS agencies.

## DEFINITIONS

- A. ALS (Advanced Life Support) is considered, for the purpose of this policy, those skills carried out by a paramedic level provider.
- B. ALS Intercept is the act of bringing paramedic level care to a patient in the most rapid fashion. In some cases, the Emergency Department maybe the most rapid means to deliver this level of care.
- C. Department refers to the Scarborough Fire Department.
- D. Outside EMS agency could be another municipal department or a private ambulance service.
- E. ePCR is an electronic patient care record (PCR).

## PROCEDURE

- A. Upon receipt of a request for a Paramedic intercept from any EMS agency, the call will be dispatched for the closest available on-duty paramedic to respond to provide the intercept.
- B. If in the event that no on-duty paramedics are available, the Duty Officer will cover the request.
- C. The Scarborough Communications personnel will obtain from the outside EMS agency requesting the intercept, what frequency the Department’s responding unit(s) should contact that outside agency on if necessary.
- D. If an on-duty paramedic from one of the district ambulances is used for the intercept, they should plan to bring any equipment they believe they might need onto the agency’s ambulance that has requested the intercept.
- E. When one of the Department’s paramedics from one of the district ambulances transfers to the other agency’s ambulance to carry out the intercept and transport, the Department’s other EMS crew member is to follow the outside agency’s ambulance to the hospital (Code 1). This allows for a Department ambulance to be available for service directly after clearing the hospital once the paramedic is back on board.
- F. In the case of the Duty Officer carries out the intercept, their vehicle will be secured at the rendezvous location and dispatch notified.
- G. In the case of an on-duty paramedic/firefighter carrying out the intercept, arrangements will be made to have them picked up at the hospital or returned by the EMS agency who requested the intercept.
- H. If in the rare and extraordinary case where both Department EMS providers from one ambulance must carry out the intercept and transport on the requesting EMS agency’s ambulance, the Department ambulance must be secured and dispatch notified.
- I. All EMS agencies requesting a paramedic intercept will be billed at the Department’s current ALS Intercept Rate unless the Department’s ambulance carries out the transport. . The Town of Scarborough will directly bill the agency who requested our services a flat rate per the current Fee Schedule.
- J. In the event a Department ambulance is called directly to a scene to provide a paramedic intercept, and the patient is not yet on board the requesting agency’s ambulance, the transport will be done by the Department’s ambulance. In this case the patient will be billed by the Department for the call as a transport.
- K. Any issues of conflict that arise during the intercept must be thoroughly documented on a Department Incident Report and the Duty Officer or in his absence, the D/C of EMS made aware as soon after the call as possible. The Department QI coordinator may also review this call upon the request of the D/C of EMS.
- L. Regardless of the paperwork procedure of the EMS agency requesting the intercept, the Department Paramedic will adhere to the following documentation procedure for paramedic intercepts when transport is completed via the EMS agency’s ambulance:
  - a. The Department Paramedic will complete his/her own Maine EMS ePCR as a Department report to include the assigned Department service run number, run times, etc. In the narrative section, the Paramedic will note the pertinent information regarding the facts surrounding the intercept, as well as the usual patient assessment/treatment information, etc.
  - b. The Department Paramedic will notify the Duty Officer of the details of the intercept so they in turn provide the details for billing purposes to the administrative staff.

- c. The Department Paramedic will give a copy of Scarborough’s run report to the outside EMS agency, and will also obtain a copy of their run report. A copy of each agency’s EMS run report will be left at the receiving hospital.
- d. The only exception to this procedure will be when a Gorham Fire Department paramedic/firefighter working a shift at Engine 5 Station responds on a Gorham Fire Department ambulance, in which case the only ePCR need will be one for the Gorham Fire Department.
- e. Every paramedic intercept must have a Scarborough Fire Department fire report completed as well.

## **RESPONSIBILITIES**

- A. It is the responsibility of the Scarborough Communications staff to obtain the necessary response and patient information in order to carry out the procedures outlined in this policy.
- B. It is the responsibility of the on-duty paramedic/officer assigned to a Department ambulance to respond to and carry out the necessary procedures involved in the intercept.
- C. It is the responsibility of the Department paramedic doing the intercept to assure all information is obtained from the requesting agency when that agency will be responsible for a fee for the intercept.
- D. It is the responsibility of the Department paramedic involved in the intercept to bring forward to the Duty Officer or D/C of EMS any problems that arise during the intercept call.

## **REFERENCES**

- A. The current Maine EMS protocols