

Chapter H 20

LICENSING OF AMBULANCE SERVICE PROVIDERS AND
AMBULANCE ATTENDANTS

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APPLICABILITY

H 20.01 Statutory applicability. (1) **SCOPE.** The following rules are adopted to interpret and implement the provisions of s. 146.50, Stats., enforced and administered by the department of health and social services.

(2) **EFFECTIVE DATE OF STATUTE.** December 30, 1974.

History: Cr. Register, August, 1976, No. 248, eff. 9-1-76.

DEFINITIONS

H 20.02 Statutory definitions. (1) **EXAMINING COUNCIL.** The emergency medical services examining council, created to conduct such examinations as are required for licensing of ambulance attendants and ambulance service providers, and serve the department in an advisory capacity in the preparation of examinations, rules and education and training of ambulance attendants.

(2) **DEPARTMENT.** The department of health and social services.

(3) **EMERGENCY CARE TRAINING.** A course of instruction in ambulance attendant training based on the 81 hour U. S. Department of Transportation, National Highway Traffic Safety Administration Basic Training Program for Emergency Medical Technician - Ambulance completed in no more than a 6 month period, as approved by the department. The definition of a course of instruction is to encompass all administrative details, procedures and guidelines necessary to carry out a standardized program.

(4) **CERTIFIED TRAINING CENTER.** The sponsor of a department approved ambulance attendant training program meeting the requirements of the department.

History: Cr. Register, August, 1976, No. 248, eff. 9-1-76.

LICENSURE

H 20.03 Licensure; provider - attendant examination - general requirements. (1) **AMBULANCE SERVICE PROVIDER LICENSE.** Application for licensure shall be made upon forms and procedures established by the department. Prior to issuing an original or renewal license, the department will determine through inspection that all vehicles operated under the license meet the requirements as to specification, medical equipment, supplies and sanitation.

(a) *Ambulance and equipment standards of provider.* Each emergency motor vehicle defined as an ambulance under s. 146.50 (1) (a), Stats., will be equipped with the medical equipment and supplies specified by the "Essential Equipment for Ambulances, American College of Surgeons." The department may delete or substitute like items to keep the list current. Each ambulance will be maintained in sanitary condition. On the effective date established by s. 146.50 (3), Stats., each land ambulance shall comply with Federal Specification-Ambulance "KKK-A-1822," except that:

1. Exceptions to federal specifications. Exceptions to the federal specifications which shall apply in the state of Wisconsin include:

a. (3.8.2 - Warning lights) - warning lights shall be red instead of the specified "blue" or "blue and white alternating."

b. (3.6.5.8 - Limited Slip Differential) - a limited slip differential shall be an optional item.

c. (3.15.3 - Optional Equipment) - an additional window, in the patient compartment, on the curbside of the vehicle, located between the curbside patient compartment door and the curbside passenger front door shall be an optional item.

d. (3.10.2 - Partition with Access Between Compartments) - an open walk-through without a door closure in the partition between the patient compartment and the driver compartment shall be allowed as an option.

e. (3.14.1 - Communications Equipment) - hand-held walkie-talkie radio units shall not be required as part of the standard ambulance communications equipment.

f. (3.14.1 - Communications Equipment) - telemetry systems equipment shall not be required as part of the standard ambulance communications equipment.

g. (3.14.5 - Intercom System) - an intercom system between driver and patient compartment shall not be required as part of the standard ambulance communications equipment.

h. (3.14.6 - Siren-Public Address System) - the word "electronic" shall be deleted from the requirements for the siren system.

2. Acceptance of currently operating ambulances. Any ambulance vehicle titled to a licensed ambulance service provider as of August 1, 1976, may be retained in service for the effective life of the vehicle, provided that the vehicle meets the following design specifications:

a. The interior of the patient compartment is at least 100 inches in length.

b. The patient compartment shall be at least 48 inches in width, allowing for a 23 inch cot and 25 inch legroom for an attendant kneeling at right angles to the side of the cot at the patient's chest area.

c. The patient compartment shall be at least 54 inches in height (39 inches minimal height from surface of litter to ceiling will be required). Ambulances which are continued in operation under this section and do not meet the amended requirements of KKK-A-1822 shall not display the "Star of Life" symbol.

(b) *Ambulance staffing.* When transporting a patient, an ambulance shall be staffed by a minimum of 2 licensed ambulance attendants. One of the 2 licensed ambulance attendants may have a training permit. A person with an ambulance attendants license shall be in the patient compartment when transporting a patient. The ambulance attendant or attendants or a person with a training permit may be replaced by an emergency medical technician-advanced (paramedic), R.N., physician's assistant, or physician.

(c) *Reports.* Licensed providers will require the completion of a written report on a form prescribed or approved by the department at the completion of each ambulance run.

(d) *Communications.* Licensed ambulance services, when installing communications equipment, will comply with the specifications and standards of the Wisconsin EMS state-wide communication system. By December 30, 1979, all ambulances shall have hospital radio contact capability on the hospital ambulance frequency and shall have direct radio contact with a hospital emergency department. Adequate paramedic communications will substitute, as stated in H 21.04 (4).

(e) *24 hour service.* All licensed ambulance providers will adopt a system whereby 24 hour service is available.

(f) *Insurance.* The ambulance service provider shall be responsible for the provision of adequate insurance coverage to protect ambulance attendants and for the continuation of the insurance protection.

(2) *Ambulance attendant license.* Persons requesting licensure as ambulance attendants shall apply to the department on forms prescribed. Licenses shall be issued only after successful completion of an examination administered by the department at a time and place fixed by the examining council, or qualify under s. 146.50 (7), Stats. Failure of the applicant to pass a reexamination after initial failure shall require evidence of retraining prior to reexamination.

(3) **EXAMINATION.** Examination for licensure as an ambulance attendant shall be both cognitive and practical. Examination will be prepared and administered by the department, assisted by the examining council in an advisory capacity.

(a) *Application.* The applicant for ambulance attendant license shall: file written application on forms prescribed by the department and provide satisfactory proof of being not less than 18 years of age and has satisfactorily completed the necessary emergency care training prescribed by the department. The applicant shall provide satisfactory proof that the emergency care training was obtained at a certified training center. The application shall be signed by the person to be licensed.

(b) *Reciprocity.* The department will enter into reciprocal agreements in accord with s. 146.50 (7), Stats.

(c) *Renewal.* Application for renewal of ambulance attendant license will be made annually by the person to be licensed on forms provided by the department. Each ambulance attendant license will expire on June 30.

(d) *Permits.* 1. Temporary permit. Application for a temporary training permit may be made to the department by a person with previous

emergency care training, as specified in subd. 2., and who is employed by a licensed ambulance provider. Temporary permit application will be signed by the applicant and the ambulance service provider. Persons holding temporary permits shall only work with a licensed ambulance attendant. Training permits shall be issued for the duration of the current license year and may be renewed for just cause. The total time of temporary licensure shall not exceed 18 months. To continue to serve as an ambulance attendant, the temporary permit holder must satisfactorily complete the prescribed training program for ambulance attendant licensure and successfully complete the licensure examination prior to the expiration of the temporary permit.

2. Training requirements. Applicants for temporary training permits will be required to show evidence of successful completion of the Red Cross Multimedia First Aid and American Heart Association Basic Rescuer CPR Training or their equivalent prior to the issuance of the permit.

(4) GENERAL REQUIREMENTS. (a) *License revocation or suspension.* The department may deny, refuse renewal of, suspend or revoke ambulance service provider and ambulance attendant licenses for any of the following:

1. Obtained the license or certificate through error or fraud;
2. Violation of any of the provisions of the rules, regulations, and standards;
3. Permitting, aiding or abetting the commission of any unlawful act;
4. Conduct or practices detrimental to the health or safety of patients or to members of the general public during a period of transportation;
5. Failure to provide or to maintain adequate insurance coverage to protect ambulance attendants in the performance of emergency care procedures.

(b) *Complaints.* The department, upon receipt of a complaint in writing, duly signed and verified by the complainant, shall make investigations of such complaints. If requested by the accused, the department shall conduct hearings upon such complaint. The accused shall be permitted an opportunity to examine materials to be used in the hearing, to bring witnesses, to cross examine witnesses and shall be provided with a copy of the summary of the proceedings. The department may then take action to suspend, for a definite period, any ambulance service provider or ambulance attendant license or officially censor the holder thereof if it finds the licensee in violation of this chapter or the spirit and intent of s. 146.50, Stats.

(c) *Emergency suspension of license.* The department may summarily suspend any license or permit granted by the department for a period not to exceed 30 days pending hearing when the department has in its possession evidence establishing probable cause to believe that the holder of such license or permit has violated the provisions of these rules or the provisions of s. 146.50, Stats., and that it is necessary to suspend such license or permit immediately to protect the public health, safety, or welfare.

(d) *Violations.* It shall be the duty of the ambulance service provider to assure compliance with all rules and regulations. Upon the violation of these rules and regulations, the department shall have power to revoke or suspend the license of the provider.

(e) *Appeal.* Any denial of issuance or renewal, suspension or revocation of the ambulance service provider or ambulance attendant license shall be subject to review upon the timely request of the licensee directed to the department in accordance with ch. 227, Stats.

(f) *Waivers or variances.* The department, upon recommendation of the emergency medical services examining council, may waive any rule, regulation or standard relating to the licensure of ambulance service providers or licensing of ambulance attendants when the lack of a licensed ambulance service provider in a municipality will create an undue hardship in meeting the emergency medical service needs.

(5) **ACTION BY THE DEPARTMENT.** Within 60 days after receiving a complete application for an ambulance service provider license under sub. (1) or an ambulance attendant license under subs. (2) and (3), the department shall either approve the application and issue the license or deny the application. If the application for a license is denied, the department shall give the applicant reasons, in writing, for the denial. In this subsection, "complete application" means, in reference to an ambulance service provider, a completed application form, the documentation necessary to establish that the requirements of sub. (1) are met and evidence that the vehicles to be used by the service have been inspected by the department's division of health for compliance with the design and equipment standards contained or referenced in sub. (1) (a), or by the department of transportation; and, in reference to an ambulance attendant, a completed application form and documentation of training and of successful completion of the examination required under subs. (2) and (3).

History: Cr. Register, August, 1976, No. 248, eff. 9-1-76; cr. (5), Register, October, 1985, No. 358, eff. 11-1-85; correction in (4) (e) made under s. 13.93 (2m) (b) 7, Stats., Register, October, 1985, No. 358.

STANDARDS

H 20.04 Standards incorporated by reference. The following standards are adopted by reference as provided in s. 227.025, Stats.:

(1) American College of Surgeons, Chicago, IL 60611. Essential Equipment for Ambulances, published in the bulletin, American College of Surgeons, May 1970, Revised June 1975.

(2) Federal Specification - Ambulance - Emergency Medical Care Vehicle KKK-A-1822 (Jan. 2, 1974) KKK-A-1822, Amendment-1 (June 25, 1975) These documents are on file at the department of health and social services, at the revisor of statutes office, and the secretary of state's office.

History: Cr. Register, August, 1976, No. 248, eff. 9-1-76.