



January 28, 2010

TO: First Responder Agencies

FROM: Patrick Lee, Executive Director, Arrowhead EMS Association

RE: Reimbursement Opportunities

Regional EMS funds are available to First Responder agencies in the Arrowhead region (Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis Counties). Reimbursements are available for communications equipment and First Responder certification and/or recertification. Training and/or equipment must have been purchased within the timeframe of **July 1, 2009 to May 31, 2011**. Due to funding cuts, a limited amount of funds are available and will be distributed on a **first come, first serve basis**.

REIMBURSEMENT DOCUMENTATION REQUIREMENTS AND GUIDELINES

Communications Equipment (\$150 per agency)

- A copy of the invoice for equipment
- A copy of proof of payment from vendor or a copy of check payment to vendor
- Equipment was purchased between **July 1, 2009 and May 31, 2011**
 - Narrowband compliance should be considered for communications equipment. This requirement will be effective 2011. For example, Minitor IV pagers are not narrowband compliant, but Minitor V pagers are compliant.

First Responder Certification/Recertification (\$250 per agency)

- A copy of the invoice for training
- A copy of proof of payment from vendor or a copy of check payment to vendor
- Copy of certificate(s) of completion of training
 - Training was completed by an EMSRB recognized training institution
 - Training may be for First Responder or EMT (if serving on first responder agency)
 - Training was conducted between **July 1, 2009 and May 31, 2011** for certification and/or recertification, cards must have expired during this timeframe.

Please feel free to contact me at 218-726-0070 or email me at pat@arrowheadems.com. Thank you.



First Responder Agency Criteria

First Responder Agency: A group of specially trained individuals with limited equipment available that respond to the scene of an injury or illness to provide initial assessment and medical care of patient until the ambulance arrives.

Criteria:

- Minimum certification National Department of Transportation's First Responder Course
- Maintains current certification which includes a refresher course every two years

Recommended Criteria:

- Are recognizable and identifiable at scene by patient, bystanders, and other emergency response personnel.
- Is officially dispatched to the scene by a Public Safety Answering Point (PSAP).
- Is required to provide 24 hour coverage.
- Has EMS radio communication capabilities with responding ambulance service, local law enforcement agencies, fire departments, and other emergency response organizations.
- Annual completion of infection control training.
- A medical run report form completed on each patient and kept as a permanent record of care provided at scene.
- Is responsible for patient care until person can be turned over to ambulance personnel.
- Continuing education provided by medical director, ambulance service, regional EMS program or other EMS training.

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