



Wintergreen Fire and Rescue Standard Administrative Policy	
Subject:	EMS Quality Assurance
Reference Number:	ADM 08-001
Effective Date:	21-Jul-04
Last Revision Date:	N/A
Signature of Approval	Curtis Sheets, Chief

Purpose:

This SAP provides guidelines for Quality Assurance functions, can Quality Assurance functions are to evaluate system effectiveness against established SAP's, guidelines, and standards of care.

Policy:

The Assistant Chief will review Pre-Hospital Patient Care Reports every month on the following incidents:

- Patient or public complaint
- Death on the scene
- Death in transit
- Vehicle extrication incidents
- Any case of inappropriate action by a health care provider
- Any instance of medication error or receipt of inappropriate orders

He/she will review at random Pre-Hospital Patient Care Reports but not less than 25% of the total PPCRs for the prior month. Where questions arise during this review, technicians will be queried as to the reason for performance or nonperformance of procedures.

If appropriate, the review will be forwarded to the Chief of Fire and Rescue and/or Operating Medical Director for further evaluation and/or action.

The Operating Medical Director will conduct an incident review several times during the year in addition to this policy to focus on the following incidents:

- Helicopter incidents
- Attempted or Successful Resuscitations
- Incidents as deemed necessary by the Assistant Chief