

		<p style="text-align: center;">SOUTHERN FOX VALLEY EMERGENCY MEDICAL SERVICES SYSTEM POLICY & PROCEDURES</p>			
TITLE: SERVICE UPGRADES					
SECTION: GENERAL POLICIES			POLICY NUMBER: D-24.0		
APPROVED BY: DR. ARTHUR PROUST EMS MEDICAL DIRECTOR					
EFFECTIVE DATE: 06/30/1995			PAGE NUMBER: 1 OF 1		

PURPOSE:

To provide guidelines for infield upgrades of ambulances to a higher level of care.

POLICY:

Service Upgrade

1. In the instance that a provider must change out an ambulance for any reason other than an in-field service upgrade. This includes maintenance even if the ambulance is only going to be out for an hour. If a provider changes out their ambulances regularly this still applies.

2. The following procedure must be followed
 - a. An IDPH System Modify/Amend form must be used. (appendix F1)
 - b. Send the completed form to the EMS office, via fax,
 - c. The EMS Medical Director or EMS System Coordinator will sign and fax the form to IDPH.

3. Once the ambulance is going back into service, the form must be sent again.

Infield Service Level Upgrades

1. In rare circumstances, it may become necessary to upgrade BLS vehicles to the Intermediate/Defibrillation or Advanced Life Support level. These circumstances include but are not limited to:
 - a. Mechanical breakdown of ALS unit.
 - b. Mass casualty situations.
 - c. A patient's deteriorating condition.
2. If it becomes necessary to upgrade a BLS ambulance Medical Control should be contacted.
3. The ILS or ALS equipment should be transferred to the BLS unit.
4. The higher-level personnel shall assume in-field responsibility for the patient for the remainder of the pre-hospital transport.
5. Within 24 hours, the system and IDPH must be notified of the upgrade in writing.

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