

	<p style="text-align: center;">SOUTHERN FOX VALLEY EMERGENCY MEDICAL SERVICES SYSTEM POLICY & PROCEDURES</p>				
<p>TITLE: ALTERNATE VEHICLE LICENSING AND EQUIPMENT</p>					
<p>SECTION: OPERATIONS</p>			<p>POLICY NUMBER: D-55.0</p>		
<p>APPROVED BY: DR. ARTHUR PROUST EMS MEDICAL DIRECTOR</p>					
<p>EFFECTIVE DATE: 09/01/2025</p>			<p>PAGE NUMBER: 1 OF 1</p>		

PURPOSE:

To define requirements for alternate vehicle licensing

POLICY:

- 1) Registration of Non-transport Provider Agencies
 - a. Each non-transport provider shall complete and submit to the EMS System either the EMS non-transport provider application or EMS non-transport application for an existing transport provider, available on IDPH's Division of EMS website.

- 2) Inspection of Non-transport EMS Providers
 - a. IDPH and the EMS System will schedule initial inspections. Thereafter, non-transport ambulance assist providers shall perform annual self-inspections, using forms provided by IDPH and the EMS System, and shall submit the form to the EMS System for submission to the IDPH upon completion of the inspection.

 - b. Annual self-inspections are due to the EMS System no later than August 31st.

 - c. IDPH will perform inspections randomly or as the result of a complaint.

- 3) Issuance and Renewal of License
 - a. Upon payment of the appropriate fee, qualifying non-transport providers shall be issued a provider license that lists a number for each level of care approved. Licenses will not be issued for individual Non-Transport Vehicles. Providers shall inform the EMS System and IDPH of any modifications to the application, using the System Modification forms (sys-mod). Licenses will be issued for one year and will be renewed upon completion of the self-inspection.

- 4) Equipment
 - a. Vehicles shall have all required equipment, that is unexpired and in good working order, as determined by the IDPH and SFVEMSSS based on vehicle licensure level.
 - b. Equipment lists can be found at the IDPH website and the SFVEMSS website. Lists should not be printed in bulk to ensure accuracy

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