



PREHOSPITAL PROVIDER AGENCY UNIT INSPECTIONS

PURPOSE

To conduct annual and periodic unannounced inspections that ensure Prehospital Provider Agencies remain in compliance with the Yolo County Emergency Medical Services Agency (YEMSA) Prehospital Provider Agency Inventory Requirements Policy.

AUTHORITY

Health & Safety Code, Division 2.5, Chapter 4, Article 1, §§ 1797.204, 1797.220
California Code of Regulations, Title 22, Division 9
California Vehicle Code, Division 2, Chapter 2, Article 3, § 2418.5
Emergency Medical Services Authority # 216
California Highway Patrol (CHP) Ambulance Driver's Handbook HPH 82.4
California Administrative Code, Title 13

POLICY

YEMSA or their authorized agent shall conduct annual and periodic unannounced unit inspections of all Basic Life Support (BLS)/Advanced Life Support (ALS) Transport and ALS Non-transport Provider Agencies within Yolo County. The inspections shall occur once a year as scheduled or any time without prior notice.

PROCEDURE

- I. Annual Inspections
 - A. An authorized YEMSA representative shall contact the Prehospital Provider Agency to schedule annual inspections.
 - B. The Prehospital Provider Agency shall coordinate the rotation of the units to be inspected to prevent removing all available units from service at one (1) time.
 - C. The annual inspection will consist of a complete examination of YEMSA required equipment and supplies per YEMSA Prehospital Provider Agency Inventory Requirements Policy.
 - D. The inspection shall include random visual inspection of expiration dates on medications and supplies.
 - E. The inspection shall also include operation of all required equipment, including a test of the med net radio.
 - F. The YEMSA authorized representative shall also examine the unit's controlled substances and written records of controlled substance inventory and administration, if applicable, for compliance with YEMSA 'Management of Controlled Substances' policy.
- II. Unannounced Inspections
 - A. Upon arrival to conduct an unannounced inspection, the YEMSA representative shall notify a crew member on the unit to be inspected of the intent to conduct an inspection.
 - B. The unit shall not be removed from service; however, their dispatch shall be



Yolo County Emergency Medical Services Agency

Service Provider

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notified of the inspection.

- C. In the event an emergency call comes in and it is necessary for the unit to respond, the inspection will be discontinued.
 - D. When conducting the inspection the YEMSA representative will randomly inspect the unit's required equipment and supplies (including expiration dates).
- III. General Information
- A. In the event the YEMSA representative determines the unit being inspected has a deficiency with equipment or supplies; the representative may advise the supervisor of the unit that there is a deficiency and give the supervisor the opportunity to correct the deficiency immediately. If the supervisor cannot correct the deficiency and the YEMSA representative feels the deficiency may compromise patient care, the unit shall be removed from service until corrections are made.
 - B. The YEMSA representative will complete an inspection form for every unit inspected.
 - 1. The inspection form will indicate if it was an annual or unannounced inspection by checking the appropriate box, as well as any deficiencies or issues identified.
 - 2. Completed inspection reports will be maintained at the YEMSA office.
 - C. Upon successful completion of the unit inspection, YEMSA will issue an annual tag that will be placed in the driver's side window of the respective unit.
 - D. The Prehospital Provider Agency representative will be notified of the inspection and its outcome.