



EMERGENCY MEDICAL SERVICE (EMS) DOCUMENTATION

PURPOSE

Proper documentation for every EMS response is required. The purpose of this policy is to determine when and what documentation is needed.

This policy serves as a statement on quality out-of-hospital medical care and to acknowledge the responsibility of the Emergency Medical Responder (EMR), Emergency Medical Technician (EMT) and Paramedics where treatment and/or transportation are rendered. Medical personnel have a duty to act when they are called for service. This policy will clarify the duties and responsibilities of all team members to clients requesting service.

HISTORY

Determining who is responsible for the assessment, care, and treatment of clients has been up to interpretation of individuals practicing in our system. Documentation responsibilities of all parties involved have been inconsistent and misunderstood. Defining who is responsible for patient care can be defined in this patient contact policy.

DEFINITIONS

Non-Patient: Any person that EMS personnel encounter, who does not demonstrate any known or suspected illness or injury, may be considered a non-patient, unless the person specifically called for or requests medical evaluation and/or care.

Patient: Any person that calls for EMS services or that EMS personnel encounter who demonstrates any known or suspected illness or injury shall be considered a patient.

Patient Contact: Patient contact has occurred if EMS personnel do **any** of the following:

- I. Offer medical assistance of any kind to a patient
- II. Visualize the patient (objective assessment)
- III. Determine the mechanism of injury
- IV. Obtain a history of present illness
- V. Witness any care rendered by other parties

POLICY

- I. Documentation needs to be completed for all assessments performed and care provided to the patient, including reports of care given prior to arrival of the transporting agency which includes but not limited to:
 - A. All witnessed patient contact,
 - B. Assessment or care provided,
 - C. All non-patients,
 - D. Describing the scene, and
 - E. Determination for non-patient.
- II. Transport providers shall complete an ePCR:



Yolo County Emergency Medical Services Agency Policy

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- A. On every EMS response (including 9-1-1 and Interfacility Transports [IFTs]) to include;
 - 1. No patient contact
 - 2. Patients who refuse care and/or transportation

- III. ALS First Responder Providers (non-transport) shall complete a PCR:
 - A. When first responders administer interventions prior to the arrival of the transport provider, or
 - B. When the first responders cancel the transport provider prior to the arrival at the scene;
 - 1. For coroner cases or
 - 2. Patients who refuse care and/or transport.

- IV. BLS First Responder Providers (non-transport) shall complete a PCR:
 - A. When a patient assessment was initiated, and/or
 - B. Interventions were administered prior to the arrival of the transport provider.