

# SVMC

100 HOSPITAL DRIVE, BENNINGTON VT 05201

Southwestern  
Vermont  
HEALTH CARE 

P O L I C Y • P R O C E D U R E S • G U I D E L I N E S

## EMS Medication and Supply Restocking Policy

Pertains to: Emergency Department

Effective Date: 09/05

Revised Date: 07/06, 11/11

Review Date: 12/07

ED/EMS Procedure

- I. Purpose: To provide a means of ensuring essential emergency medical supplies are available on EMS vehicles through a medication/supply restocking system with Southwestern Vermont Medical Center.
- II. Applies To: All licensed EMS transporting agencies or First Response agencies that provide care to patients transported to the Southwestern Vermont Medical Center (SVMC). Signed Business partner agreements between the hospital and EMS agency shall be required for this policy to be applicable.
- III. Policy:
  - A. All "emergency" ambulance patients (resulting from requests for emergency assistance, which result in transport) normally will be transported to the closest appropriate hospital emergency department unless redirected by the on-line Medical Control Physician. The closest appropriate hospital is defined as the hospital closest to the location of the patient that can provide the level of care needed by the patient. The Medical Control Physician

is defined as the attending emergency department physician at the hospital contacted by the ambulance.

- B. Because this policy applies only to patient care rendered for emergency calls, it is specifically noted that no differentiation is made between not-for-profit and for-profit EMS agencies. This policy is strictly intended to promote and maintain standardization emergency patient care throughout the region and to provide for patient safety and the appropriate control and inventory of pharmaceuticals and related supplies.
- C. The restocking arrangement is not a condition of, nor takes into account, the volume or value of referrals or other business generated between the hospital and EMS agency.
- D. Each EMS agency participating in this program must sign a Business Associate Agreement with SVHC.
- E. This policy allows for the restocking of First Response agencies either through the transporting ambulance service or directly from SVMC.
- F. Direct, patient care-related linen is included in the hospital restocking policy.
- G. SVMC will exchange, on a one-for-one basis, certain supplies and pharmaceuticals used by EMS agencies on patients transported to the hospital. (One item used, one replacement item provided). The respective EMS agency shall be charged AWP for the supplies/medications.
- H. Pharmaceuticals and related supplies included in the EMS Supply Pharmaceutical Restocking List are for the State of Vermont, EMS District 12 Treatment Protocols, current edition and the State of New York current protocol.
- I. Regulations do not permit for any 1:1 exchange of Controlled Substances (i.e., Morphine, Meperidine, Diazepam, Midazolam, Lorazepam, etc.). Emergency Medical Services Controlled Substances and the Pre-hospital Pyxis Access Policy refer to the procedure for acquisition and exchange of controlled substances.
- J. The hospital and EMS agencies must comply with all federal healthcare program payment and coverage rules. Under no circumstances may both the hospital and EMS

agency bill for the replenished items. For example, there must be no "double billing" of items given to the EMS agency, to include pharmaceuticals and IV supplies. SVMC will bill the respective agency; not the patient.

- K. The EMS agency and SVMC must maintain records of the restocked items for a minimum of five (5) years. This shall be done by requiring the EMS agency to document on the EMS run sheet/pre-hospital treatment record, the use of such supplies and pharmaceuticals and providing a copy of this record to the hospital prior to receipt of the supplies.
- L. Stock Rotation: on the first day of each month, the expiration dates on all products should be reviewed. Product that has expired or will expire within the next thirty (30) days should be taken to the pharmacy for replacement. See: EMS Scheduled Medication Control Log
- M. Bulk Orders of EMS Supplies, with the exception of pharmaceuticals, may be made through the SVMC Central Storeroom during normal business hours. Agencies will be charged AWP for all purchases. SVMC is not allowed to sell to individuals.

#### IV. Procedure - EMS Restocking:

- A. SVMC will exchange, on a one-for-one basis, certain supplies and pharmaceuticals (with the exception of controlled substances) used by EMS agencies on patients transported to the hospital. (One item used, one replacement item provided). The respective EMS agency shall be charged AWP for the supplies/medications.
- B. Regulations do not permit for any 1:1 exchange of Controlled Substances (i.e., Morphine, Meperidine, Diazepam, Midazolam, Lorazepam, etc.). The Emergency Medical Services Controlled Substances and the Pre-hospital Pyxis Access Policy refer to the procedure for acquisition and exchange of controlled substances through the EMS Pyxis. See: Pre-hospital Access Pyxis Paramedic Usage Log Book and Signature Log
- C. Pharmaceuticals and related supplies are restricted to those items included in the State of Vermont, EMS District 12 Treatment Protocols, current edition and the EMS Supply Pharmaceutical Restocking List.

- D. EMS personnel transporting patient(s) to SVMC will complete a Patient Care Report (PCR) indicating all treatment and care provided and leave one copy of this at the hospital to be placed in the patient's medical record.
  
- E. EMS personnel will complete "EMS Supply Pharmaceutical Restocking List" indicating:
  - i. Agency name
  
  - ii. Date of service
  
  - iii. Supplies and/or pharmaceuticals restocked
  
  - iv. Name of person receiving supplies/pharmaceuticals
  
- F. EMS personnel will present the completed EMS Supply Pharmaceutical Restocking List to the ED RN/Designee who will then obtain the necessary supplies from the ED stock. The completed EMS Supply Pharmaceutical Restocking List will then be sent to SVMC's Central Storeroom.
  
- G. Pharmaceuticals used during patient care will be removed by the ED Designee from the Pyxis Medication dispensing system under the EMS Agency's name (billed to the agency, not the patient).

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