

**System Administration****Date: 07/01/2026****First Responder Agency Requirements****Policy #1600**

- I. **Purpose:** To outline the responsibilities of emergency medical service (EMS) first response agencies and their personnel operating within the purview of the Imperial County EMS Agency.
- II. **Authority:**
  - A. Health and Safety Code §1797.200, §1797.224
  - B. California Code of Regulations, Title 22, Division 9 §100144 , §100146
- III. **Definitions:**
  - A. First Responder Agency
    - i. An agency responsible for providing EMS first response services including: emergency response, scene management, primary assessment, emergency stabilization, secondary assessment, patient disposition, patient management, re-assessment, and documentation.
    - ii. The responsible local public safety agency, typically fire/rescue, is designated as the primary EMS “First Response Agency” within its jurisdiction.
  - B. First Response Personnel
    - i. Any paid or volunteer first response agency staff that are locally certified/accredited as any of the following:
      1. Emergency medical technician - Basic (EMT-Basic)
      2. Advanced emergency medical technician (Advanced EMT)
      3. Paramedic (EMT-P) EMS Service Provider Responsibilities
- IV. **Policy:**
  - A. The responsible local public safety agency, typically fire/rescue, is designated as the primary EMS “First Response Agency” within its jurisdiction.
  - B. The responsible local agency will ensure that EMS first response services are dispatched as needed within its jurisdiction.
  - C. The responsible local public safety agency will ensure that all necessary response information is transmitted to the appropriate LEMSA authorized ALS transport service’s dispatch center.
  - D. Medical Management and Patient Care
    - i. The highest level of LEMSA authorized first response personnel at scene (EMT-Basic, Advanced-EMT, or EMT-Paramedic) are responsible for the medical management of an individual from patient contact / accepting transfer of care until transferring care to an EMS provider of an equal or higher LEMSA authorized level.

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- ii. The first response personnel will perform scene management, primary assessment, emergency stabilization, secondary assessment, patient disposition, patient management, re-assessment, and documentation as specified by the Imperial County EMS Protocols and Policies manual.
- iii. The scope of practice and standard of care are set by the:
  1. California Code of Regulations, Title 22, Division 9
  2. The Imperial County EMS Protocols and Policies manual

**V. BLS First Responder Agencies**

To be eligible to provide BLS service in Imperial County, a company or agency shall:

- A. Maintain appropriate licensure and certifications.
- B. Maintain a current Service Provider Agreement authorizing the provision for the level of services in Imperial County.
- C. Ensure all response vehicles or apparatus are capable of communicating with the Imperial County Sheriff's Office, EMS providers at the scene, El Centro Regional Medical Center, and Pioneers Memorial Hospital, all county fire agencies, all federal agencies in county, all dispatch centers, and all law enforcement agencies. These frequencies shall be monitored continuously.
- D. Staff each unit responding to calls for service with a minimum of two (2) Emergency Medical Technician-Basics (EMT-Bs) currently certified in the State of California and Imperial County.
- E. Compliance with the County of Imperial EMS Agency policies and procedures.
- F. Establish internal quality assurance mechanisms based on policies/procedures as cited by the Imperial County EMS Agency, including participation in countywide monitoring activities (see Quality Assurance and Improvement Policy)
- G. Submit completed patient care reports in accordance with Imperial County EMS Patient Care Record Policy

**VI. ALS First Responder Agencies**

To be eligible to provide ALS service in Imperial County, a company or agency shall:

- A. Maintain appropriate licensure and certifications.
- B. Maintain a current a Service Provider Agreement authorizing the provision for the level of services in Imperial County.
- C. Staff each unit responding to calls for service with a minimum of one (1) currently licensed paramedic, and one (1) currently certified Emergency Medical Technician or Advanced EMT.

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- D. Ensure all units are capable of communicating with the Imperial County Sheriff's Office, EMS providers at the scene, El Centro Regional Medical Center, and Pioneers Memorial Hospital, all county fire agencies, all federal agencies in county, all dispatch centers, and all law enforcement agencies. These frequencies shall be continuously monitored.
- E. Comply with all requirements established for ALS service providers.
- F. Be in compliance with the County of Imperial EMS Agency policies and procedures.
- G. Establish internal quality assurance mechanisms based on policies/procedures as cited by the Imperial County EMS Agency, including participation in Countywide monitoring activities (see Quality Assurance and Improvement Policy).
- H. Submit completed patient care reports in compliance with Imperial County EMS Incident Reports Policy.
- I. Advanced Life Support Service Providers, who maintain services in Imperial County, shall establish at least one station within the geographic borders of their jurisdiction and occupy this station on a continuing basis.
  - i. All such locations shall comply with all applicable zoning, building, and occupational health and safety regulations.
  - ii. Each station shall be adequate to house the response vehicles and apparatus attendants and medical crew required at that location.
  - iii. There shall be facilities sufficient for all personnel in accordance with all local, state, and federal regulations.
- J. Use Imperial County Official Policies for practice at all provider levels, (Paramedics, Advanced EMTs and EMT-Bs).
- K. Oversight of the EMS system quality assurance and improvement is the responsibility of the EMS Medical Director with advice from the Quality Assurance Committee utilizing the Imperial County EMS QI program.
- L. Contracts should be maintained with the Imperial County EMS Agency and be reviewed, no less frequently than every five (5) years.

APPROVED:

SIGNATURE ON FILE – DATE

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