



**REGION 11
CHICAGO EMS SYSTEM
POLICY**

Title: Ambulance Licensing Requirements

Section: EMS Personnel

Approved: EMS Medical Directors Consortium

Effective: December 6, 2023

AMBULANCE LICENSING REQUIREMENTS

I. PURPOSE

To establish ambulance licensing requirements for EMS agencies participating in Region 11 Chicago EMS.

II. VEHICLE DESIGN

- A. Each new vehicle used as an ambulance shall comply with the current criteria established by nationally recognized standards such as National Fire Protection Association, Ground Vehicle Standards for Ambulances, the Federal Specifications for the Star of Life Ambulance, or the Commission on Accreditation of Ambulance Services (CAAS) Ground Vehicle Standard for Ambulances.
- B. A licensed vehicle shall be exempt from subsequent vehicle design standards or specifications required by IDPH, as long as the vehicle is continuously in compliance with the vehicle design standards and specifications originally applicable to that vehicle, or until the vehicle's title of ownership is transferred.

III. EQUIPMENT REQUIREMENTS

- A. All ambulances and non-transport units functioning in Region 11 Chicago EMS shall meet equipment requirements as determined by IDPH and the EMS Medical Director and in alignment with the current approved Region 11 Drug, Equipment and Supply (DES) List.
- B. Any medications carried on the ambulance shall include both adult and pediatric doses.
- C. All ambulances shall have a current pediatric equipment/drug dosage sizing tape or pediatric equipment/drug dosage age/weight chart.
- D. Each ambulance shall have reliable ambulance-to-hospital communications capability including radio and cellular phone.

IV. OPERATIONAL REQUIREMENTS

- A. Personnel requirements are defined in the [EMS Staffing Policy](#).



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- B. An ambulance that is transporting a patient to a hospital shall be operated in accordance with the requirements of the EMS Systems Act (210 ILCS 50/) and its Rules and Regulations.

- C. A licensee shall operate its ambulance service 24 hours a day, every day of the year. Each individual vehicle within the ambulance service shall not be required to operate 24 hours a day, as long as at least one vehicle for each level of service covered by the license is in operation at all times. An ALS vehicle can be used to provide coverage at either an ALS or BLS level, and the coverage shall meet the ambulance licensing requirements set forth by IDPH.
 - 1. At the time of application for initial or renewal licensure, and upon annual inspection, the applicant or licensee shall submit to IDPH for approval a list containing the anticipated hours of operation for each vehicle covered by the license.
 - a. A current roster shall also be submitted that lists the System authorized EMTs, Paramedics, PHRNs, or physicians who are employed or available to staff each vehicle during its hours of operation. The roster shall include each staff person's name, license number, license expiration date and telephone number, and shall state whether the person is scheduled to be on site or on call.
 - b. An actual or proposed four-week staffing schedule shall also be submitted that covers all vehicles, includes staff names from the submitted roster, and states whether each staff member is scheduled to be on site or on call during each work shift.
 - 2. Licensees shall obtain the EMS Medical Director's approval of their vehicles' hours of operation prior to submitting an application to IDPH. The EMS Medical Director may require specific hours of operation for individual vehicles to assure appropriate coverage within the System.
 - 3. A vehicle service provider that advertises its service as operating a specific number of vehicles or more than one vehicle shall state in the advertisement the hours of operation for those vehicles, if individual vehicles are not available 24 hours a day. Any advertised vehicle for which hours of operation are not stated shall be required to operate 24 hours a day.

- D. For each patient transported to a hospital, the ambulance staff shall, at a minimum, measure and record the information required as listed in the IDPH National Emergency Medical Services Information System (NEMSIS) Prehospital Dataset.



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- E. A vehicle service provider shall provide emergency service within the service area on a per-need basis without regard to the patient's ability to pay for the service.
- F. A vehicle service provider shall provide documentation of procedures to be followed when a call for service is received and a vehicle is not available, including copies of mutual aid agreements with other ambulance providers.
- G. A vehicle service provider shall not operate its ambulance at a level exceeding the level for which it is licensed.
- H. IDPH will inspect ambulances each year. If the vehicle service provider has no violations of IDPH ambulance licensing requirements that threaten the health of safety of patients or the public for the previous five years and has no substantiated complaints against it, IDPH will inspect the vehicle service provider's ambulances in alternate years, and the vehicle service provider may, with IDPH's prior approval, self-inspect its ambulances in the other years. The vehicle service provider shall use IDPH's inspection form for self-inspection. This does not prevent IDPH from conducting unannounced inspections.
- I. A licensee may use a replacement vehicle for up to 10 days without an IDPH inspection, provided that the EMS System and IDPH are notified of the use of the vehicle by the second working day.
- J. Patients, individuals who accompany a patient, and EMS Personnel may not smoke while inside an ambulance or Specialized EMS Vehicle (SEMSV). IDPH may impose a civil penalty on an individual who violates this rule.

V. EMS SYSTEM PROGRAM PLAN

- A. Each licensed EMS vehicle (ambulance and non-transport units) operates under an EMS System as defined in the EMS System Program Plan.
- B. Administrative assignments for the Chicago Fire Department are listed on Attachment 1 – Region 11 Resource Hospitals CFD Administrative Assignments.
- C. Private EMS Providers should define the licensed EMS vehicles and personnel operating under each EMS System.



Region 11 Resource Hospitals CFD Administrative Assignments

Chicago North EMS System #1103

- **ALS Ambulances:** 2-6-7-13-16-20-26-31-32-39-40-46-47-48-56-59-61-73
- **ALS Companies:** E9-E10-E11-E12-E55-E59-E71-E78-E79-E83-E91-E102-E108-E124-E125-T12-T55-T58-TL63
- **BLS Companies:** E7-E56-E69-E70-E86-E89-E94-E106-E110-E112-E119-T9-T13-T22-T25-T38-T44-T47-T53-T56-T57-TL21-TL23-SQ2-SQ7-HAZMAT 512

Chicago South EMS System #1113

- **ALS Ambulances:** 5-9-14-22-24-25-29-30-36-37-38-49-50-51-55-57-60-70-71-72-76-79
- **ALS Companies:** E46-E47-E54-E60-E62-E72-E73-E74-E82-E84-E93-E97-E115-E116-E122-E120-E126-MC8812
- **BLS Companies:** E45-E63-E75-E80-E81-E104-T17-T20-T27-T30-T34-T37-T42-T49-T51-T61-T62-TL16-TL24-SQ5
- **Mobile Integrated Healthcare (MIH) Unit**

Chicago Central EMS System #1108

- **ALS Ambulances:** 1-3-4-11-19-28-35-41-42-43-44-53-62-65-66-68-74
- **ALS Companies:** E1-E2-E4-E8-E13-E18-E19-E23-E26-E29-E30-E39-E43-E49-E50-E57-E98-E123-T2-T29-688-689 (seasonal)
- **BLS Companies:** E5-E14-E28-E51-E16-E22-E35-E42-E45-E103-T1-T3-T4-T6-T7-T8-T11-T15-T18-T19-T28-T33-TL5-TL10-TL39-AT8-SQ1-DIVE Truck 687-HAZMAT 511
- **MARC Division**
- **EMS Training**

Chicago West EMS System #1178

- **ALS Ambulances:** 8-10-12-15-17-18-21-23-27-33-34-45-52-54-58-63-64-67-69-75-77-78-80
- **ALS Companies:** E34-E38-E64-E68-E76-E88-E95-E99-E113 -E117-E127-E129-T32-T36-T40-T41-T45-T60-MMRT (Bike and Cart Teams)
- **BLS Companies:** E15-E32-E44-E65-E92-E96-E101-E107-E109-E121-T26-T31-T35-T46-T48-T31-T50-T52-T59-TL14-TL54
- **Surge Ambulances:** 150-151-152-153-154-155-156-157-158-159
- **Reserve Ambulance:** 101-102-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134
- **EMS Logistics**