



PHILADELPHIA
REGIONAL OFFICE OF
EMS
ANNUAL REPORT

Fiscal Year 2023

Authority

In accordance with the Pennsylvania Department of Health Rules and Regulations 28 Pa. Code § 1021.103, The regional council governing body shall submit an annual report to the Department.

Reporting requirements of Appendix A – Work Statement. Comprehensive Annual Report as related to, Coordinate and improve the delivery of EMS in the Council’s region.

Reports are due within 30 calendar days of the end of each state fiscal year (June 30th)

Edward Lendvay, Regional Director
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REGIONAL SUMMARY:

The Philadelphia Regional Office of Emergency Medical Services (PROEMS) is a Philadelphia County-based office, established as part of the State of Pennsylvania's EMS management system. There are 13 regional offices statewide each of which serves a defined geographical area which encompasses anywhere from one to ten counties. Philadelphia is unique as we are one of five single county regions clustered in the southeast portion of the state. The PROEMS has licensure responsibilities for all ambulance companies licensed in the City of Philadelphia, including the Philadelphia Fire Department (PFD). It also has certification responsibilities for all licensed pre-hospital providers residing in the city of Philadelphia. Additionally, PROEMS is responsible for inspecting and certifying all Philadelphia medical command facilities, training facilities, continuing education sites, local special events, day to day compliance with EMS rules and regulations, and oversight of EMS related drills and exercises held in the region.

I am Philadelphia's ninth Regional EMS Director. Mr. Dominic Mariani, Dr. John Lewis, Capt. Dominic Amato, FPSC Ralph Halper, FPSC George Butts, FPSC Rick Bossert, FPSC Michael Touchstone, and FPSC Raymond George preceded me. I shall strive to ensure that Philadelphia EMS stands in its leadership role locally, statewide, and nationally.

As I begin my second year as Regional Director, I present this document as a simple map of the topography of PROEMS.

Philadelphia is the 6th largest city in the country with a population of 1.6 million and a regional population of 6.1 million and a workforce of 3 million. Philadelphia is the 2nd largest city on the East Coast.

There are many transportation routes throughout Philadelphia which include I- 95, I-476 and route 1 along with several US and State highways. Mass transit consists of several SEPTA rail, trolley, and bus routes. The AMTRAK Northeast Corridor passes through several communities.

The Philadelphia International Airport (PHL), which is located 7 miles from downtown Philadelphia, is the only major airport serving the nation's 7th largest metropolitan area. This large hub airport serves 31.7 million passengers annually. It's twenty-five airlines offer over 500 departures daily.

The Delaware and Schuylkill rivers flow through Philadelphia and are very active waterways. The Delaware River is very busy with boating and large ship traffic, while the Schuylkill boasts many large regatta events annually.

Philadelphia's urban park system, including Fairmount Park, is 10,200 acres with 63 individual parks, over 270 hiking trails and 200 historic buildings.

Philadelphia has a rich sports history, the city is home to many teams and events in professional, semiprofessional, amateur and college sports. There are four major league teams in Philadelphia.

Throughout Philadelphia there are many Charter schools, elementary schools, colleges and universities, as well as, many retirement communities, along with skilled nursing and rehabilitation centers.

STAFF OFFICES AND DUTIES

Secretary

- **Kimberly Parrish-DC 33**-paid by grant
 - Kimberly transferred to the PROEMS by way of the personnel/payroll office in 2020. Kimberly is highly skilled, punctual with her work, and a quick learner.
 - Kimberly is cross trained in other functions of the regional office.
 - Roles and responsibilities
 - Greeting, process, and direct all office guests
 - Telephones and messaging
 - General Office typing
 - Maintain records of attendance, overtime, and compensatory time for employees
 - Ordering office supplies
 - Photographs and signatures for new provider cards
 - Mail distribution
 - Attending meetings and events as directed
 - Maintain visitors database and create new databases as needed

Contract Coordinator

- **Tanya Amir-DC 47**-paid by grant
 - Tanya puts her all into every task she is given. Tanya's position is extremely challenging and highly detail oriented and she continues her work in mastering it.
 - Roles and responsibilities
 - Collects and compiles data for budget preparation.
 - Prepares justification for modifications in expenses
 - Adjust budget figures as result of administrative review
 - Maintains records on purchases, expenditures, and balances of accounts
 - Provides data to administrative officials concerning budget request and figures
 - Reports monthly budget expenditures

- Transmits information to city and state officials
- Submits paperwork/forms as required by governmental offices
- Verifies invoices for payment and prepares payment vouchers
- Monitors grants and contracts for program compliance
- Serves as liaison between department staff contractors and city agencies

Ambulance Licensure Coordinator

- **Lieutenant Colleen Teefy**-Local 22-paid by grant
 - Lieutenant Teefy is an extremely valuable, dedicated, and hard-working member of the PROEMS team. Lieutenant Teefy has been assigned to the PROEMS for close to 6 years.
 - Roles and responsibilities
 - Process municipal and non-municipal ambulance applications
 - Conduct ambulance inspections
 - Liaison for non-municipal ambulance services
 - Maintain instructor training records
 - Provide report to AHA on instructor activities
 - Attend meetings as directed
 - Recruit ambulance participation for drills
 - Maintain an Automatic External Defibrillator (AED) location and usage registry for the County of Philadelphia
 - Work with other EMS regions on special projects
 - Maintain records on ambulance decals and licenses
 - Investigates complaints against ambulance services licensed through Philadelphia
 - Lt. Teefy is cross trained in many other regional office functions.

Education Coordinator

- **Donna Lebisly**-DC 47-paid by city
 - Donna is a storehouse of knowledge on State and regional matters, who is often directly connected to the operations of other regions throughout the state. She is an indispensable asset to the region and to anyone seeking educational and certification guidance.
 - Roles and responsibilities

- Plan, guide, assist, and coordinate education, student orientation, and testing process of pre-hospital providers in accredited EMS Institutes. This includes original certification classes, as well as the recertification, reinstatement, and endorsement process for pre-hospital practitioners.
- Provide guidance and professional advice on the quality of education provided by accredited EMS institutes
- EMS instructor/evaluator updates
- Provide assistance in the accreditation, reaccreditation, and compliance of EMS institutes, Con Ed sponsors, medical command facilities, and medical command physicians.
- Administrate and evaluate special event EMS plans according to PA state laws
- Attend planning meeting for special events in the County Philadelphia
- Attend departmental and state meetings as directed
- National Registry representative
- Scheduling of evaluators for EMS exams
- Review and submit pre-hospital provider Criminal history clearance submissions
- Enforce and clarify loss of driver's license/suspension and clearance issues
- Curriculum development, implementation, course verification and quality compliance of EMS educational programs, clinicals, and instructors
- Medical command authorization/annual reauthorization for ALS
- Maintain regional ALS registry for ALS services
- Review PA DOH/BEMS educational policies as directed
- Serve with educational committees as directed
- Submit advance testing schedule
- Review & approve new Con Ed course applications
- Assist with incoming caller Train-PA issues
- Advisor to each regional EMS institute's advisory board to provide quality assistance and accurate information direct from the PA DOH Bureau of EMS.

Program Specialist

- **Vacant position-DC 47-paid by grant**
 - Mr. David Brill retired in late June 2020. A replacement for David has yet to be named. This position remains vacant to date due to continued deficiencies in EMSOF.
 - Roles and responsibilities
 - Monitor all hospital diversions and collect, collate, & report data as found
 - Collect and report medical command control forms
 - Collect and report FARS data
 - Perform open sky radio tests
 - Perform VHF non-municipal ambulance radio tests
 - Telephones and messaging
 - Inspect vetting containers at selected firehouses
 - Assist education coordinator during psychomotor exams
 - Obtains student/provider photos and signatures for PA DOH certification cards
 - Above responsibilities have been placed upon Lt. Teefy and Ms. Parrish

Regional Director

- **Fire Service Paramedic Chief Edward Lendvay-Local 22-paid by city**
 - **Chief Lendvay is in his 29th year with the Philadelphia Fire Department and has 33 years of experience in EMS.** He has been the director of the PROEMS for the past 21 months.
 - Roles and Responsibilities
 - Assist the PA DOH and achieving a unified statewide EMS system
 - Assure compliance with regulations governing municipal and non-municipal EMS within the City/County of Philadelphia
 - Coordinate training budget and systems operations
 - Assist in designing and monitoring contracts and intergovernmental agreements
 - Create project goals and objectives which include time frames and available resources
 - Supervision of PROEMS personnel and management of office
 - Assist the PA DOH collection and maintenance of patient information

- Determine system needs and recommend the allocation of resources based on the assessment
- Participate in PA DOH/BEMS meetings regarding the maintenance, development, and revisions of EMS policy, rules and regulations
- Chair Philadelphia Regional EMS Advisory Council
- Member of the Philadelphia Regional EMS Council
- Participate as member of Philadelphia emergency planning committee
- Participate as member of SEPARTF EMS work group
- Participate in the review process for investigating complaints concerning care given by pre-hospital providers
- Developing and implementing comprehensive EMS plans
- Participating in the development of the Pennsylvania state EMS plan
- Plan and assist in regional mass casualty/disaster drills
- Serve as liaison between PFD and non-municipal ambulance companies
- Coordinate communication efforts between the PFD, non-municipal ambulance companies, state of Pennsylvania, and other counties and jurisdictions
- Attend meetings as requested by the Regional Medical Director
- Assist in the preparation of RFPs and contracts
- Carry out special projects and requests of the fire Commissioner and Deputy commissioners

1. Philadelphia Regional EMS Council

Mayor: James Kenney

Managing
Director: Tumar Alexander

Fire
Commissioner: Adam K. Thiel

Medical
Director: C. Crawford Mechem, MD

Regional
Director: Edward Lendvay

Commissioners Medical Advisory Board

<u>NAME</u>	<u>NAME</u>
1 <u>Alexander Kuhn, MD</u>	31 <u>Joseph Bushra, MD</u>
2 <u>Ari Schwell, MD</u>	32 <u>Joshua Glick, MD</u>
3 <u>Alvin Wang, DO</u>	33 <u>Karen Sobczak, RN, MSC</u>
4 <u>Benjamin Abella</u>	34 <u>Ken Lavelle, MD</u>
5 <u>C. Crawford Mechem, MD</u>	35 <u>Louis Argentine, MD</u>
6 <u>Christopher Edwards</u>	36 <u>Lynn Booz, RN</u>
7 <u>Christopher Ritter, RN, BS</u>	37 <u>Melissa Kohn MD</u>
8 <u>Danielle Levine, MD</u>	38 <u>Michael Pasirstein, MD</u>
9 <u>Deborah Love, RN, MBA</u>	39 <u>Mischa Mirin, MD</u>
10 <u>Dominica Leisey</u>	40 <u>Neil Brady, CEO</u>
11 <u>Edward Jasper, MD</u>	41 <u>Nicholas Tsarouhas, MD</u>
12 <u>Eric Lusinski, MD</u>	42 <u>Nina Gentile, MD</u>
13 <u>Fred Henretig, MD</u>	43 <u>Rhona Cooper, RN</u>
14 <u>Gerald Wydro, MD</u>	44 <u>Robert McNamara, MD</u>
15 <u>Jack Kelly, DO</u>	45 <u>Robert T. Bryan, DO</u>
16 <u>James Glessner</u>	46 <u>Ruqiyya Greer, RN</u>
17 <u>James Gretz</u>	47 <u>Ryan Overberger, MD</u>
18 <u>Amanda Spier</u>	48 <u>Scott Beaudoin, MD</u>
19 <u>Jean B. Will-Bail, RN, Ed.D</u>	49 <u>Scott Goldstein, DO</u>
20 <u>Jennifer Torres, MSHS</u>	50 <u>Scott Sutherland, MD</u>
21 <u>Andrew Best, MD</u>	51 <u>Shannon Brown, MD</u>
22 <u>Jessica Caum</u>	52 <u>Theresa Walls, MD</u>
23 <u>John Cavenagh, PhD, PA-C</u>	53 <u>Tim Hinchcliff</u>
24 <u>John Erbayri, MS</u>	54 <u>William Hughes, MD</u>
25 <u>Jordan Barnett, MD</u>	55 <u>Shara Epstein, MD</u>
26 <u>Alexander Yang, MD</u>	56 _____
27 <u>Jonathon Bar, MD</u>	57 _____
28 <u>Joseph Saloma</u>	58 _____
29 <u>Lisa Feit, MD</u>	59 _____
30 <u>Samuel Eldrich, MD</u>	60 _____

2. Regional EMS Council Staff:

Executive Director

Edward Lendvay

<u>POSITION</u>	<u>NAME</u>
<u>Education Coordinator</u>	<u>Donna Lebisly</u>
<u>License Coordinator</u>	<u>Colleen Teefy, Lieutenant</u>
<u>Program Specialist</u>	<u>Vacant</u>
<u>Contract Coordinator</u>	<u>Tanya Amir</u>
<u>Support Clerk</u>	<u>Kimberly Parrish</u>
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3. Regional Medical Director(s)

	<u>NAME</u>
<u>1</u>	<u>C. Crawford Mechem, MD</u>
<u>2</u>	<u></u>

4. **Financial Statement of income and expenses:**

	Final Budget	Expended
Personnel Services	\$202,082.60	\$198,986.22
Consultant/ Subcontract Services	\$68,465.96	\$156,084.24
Patient Services	\$0.00	\$0.00
Supplies/Equipment	\$30,515.74	\$13,835.12
Travel	\$4,700.00	\$659.51
Other Costs	\$139,000.00	\$60,267.76
TOTALS	\$444,764.30	\$429,832.85

NOTE: THE AMOUNTS SHOWN ABOVE ARE PRELIMINARY END OF YEAR TOTALS AND NOT FINAL AUDIT AMOUNTS

5. **Special Project Funding:**

Projects as determined by the Department to be appropriate and necessary for the implementation of a comprehensive statewide EMS system. The amounts listed below are included in the categorical totals shown above.

(Project Name Here)	Amount:
	\$0.00

Project Narrative:

Click or tap here to enter text.

(Project Name Here)	Amount:
	\$0.00

Project Narrative:

Click or tap here to enter text.

(Project Name Here)	Amount:
	\$0.00

Project Narrative:

Click or tap here to enter text.

6. Regional Activities/ Organizational Management

	Date
Date of the current Comprehensive Regional EMS System Plan	06/03/15
Number of Board of Director Meetings \ Health Council meetings	3 \ 4
Public Education Stop-the- Bleed Events	2
Public Education CPR Events	0
Number of Legislative Inquiries or Contacts	0
Technical Assistance Request (local entities and elected officials)	0

Regional Activities/ Organizational Management Project Narrative:

PROEMS staff continue to attend Commissioners Medical Advisory Board (CMAB) and Regional EMS Advisory Council (REMSAC) meetings quarterly.

7. Continuous Quality Improvement

	Quantity
Number of Clinical Cases Reviewed by Regional QI Committee	47
Accidents Involving Ambulances / EMS Personnel Reported in the Region	4
Number of Times the Regional QI Committee Met	0

Continuous Quality Improvement Narrative:

PROEMS has 26 licensed EMS Agencies in Philadelphia, consisting of one (1) municipal fire-based EMS service (Philadelphia Fire Department) and twenty-four (25) non-municipal EMS services licensed in Philadelphia. Non-municipal EMS services conduct retrospective peer review of electronic patient care reports. The PFD CQI currently performs peer review of the electronic patient care reports for all cardiac arrests, strokes, STEMIs, Level 1 and 2 trauma patients, and OB/GYN cases. Random reviews are also conducted, as well as audits based on input from EMS field supervisors or members of the medical community. Details of the reviews are shared with the authors of the reports via their EMS or Fire Supervisor. PFD CQI is non-disciplinary.

8. Medical Direction

	Quantity
Regional Medical Advisory Committee meetings	4
Accredited Level I Trauma Centers	6

Accredited Level II Trauma Centers	1
Accredited Level III Trauma Centers	0
Accredited Level IV Trauma Centers	0
Accredited primary Stroke Centers	9
Comprehensive Stroke Centers	2
Thrombectomy Capable Stroke Centers	2
Acute Stroke-Ready Hospitals	0

Medical Direction Narrative:

PFD CQI currently performs peer review of all electronic patient care reports associated with cardiac arrests, strokes, STEMIs, Level 1 and 2 trauma patients, and OB/GYN cases.

Random reviews and audits are conducted based upon input from EMS field supervisors and members of the medical community. Review outcomes are shared both directly with the authors of the reports, or via their EMS and/or Fire Supervisor. Although PFD CQI is non-disciplinary, reviews that identify possible deviation from statewide protocols, and/or PFD policies and procedures, are brought to the attention of the CQI Captain. After further evaluation by the Captain and in consultation with the medical director, a course of corrective action is determined and implemented, which may include counseling by a CQI or EMS Operations officer, meeting with the medical director, or a temporary assignment to the EMS Training Unit for remediation. The CQI Captain maintains records of all review and follow-up as necessary.

All issues of alleged misconduct by a provider will be handled by the PFD Special Investigations Office.

9. Systems Operations

	Quantity
Spot inspections conducted – EMS Agencies	5
Spot inspections conducted – EMS Vehicles	19
Spot inspections conducted – Continuing Education Sponsors	5
Spot inspections conducted – Education Institutes	74
Spot inspections conducted – Medical Command Facilities	20
Number of Safety Inspections Conducted	11
Number of Vehicles Inspected During Safety Inspection	70

Photo & Signatures Added to Certification Cards	398
BLS Psychomotor Examinations Conducted	34
Number of BLS Psychomotor Exam Candidates Tested.	387
ALS Psychomotor Examinations Conducted	3
Number of ALS Psychomotor Exam Candidates Tested	13
Certification Class Visits Conducted	74
Number of EMS Agency Re-Inspections Conducted	16
Number of Authorized Inquiry Reports Filed with the Bureau	5
VRT Classes Conducted (Philadelphia Fire Academy)	1

Systems Operations Narrative:

The PROEMS continues to support many operational functions annually performing regular spot safety inspections of PFD EMS units and ambulances from various non-municipal EMS services licensed in the Philadelphia region. Lieutenant Teefy, our licensure coordinator, has completed numerous EMS Agency re-inspections along with spot inspections of agencies and their licensed ambulances.

Our education coordinator, Donna Lebisly, continues to conduct several BLS and ALS NR psychomotor exams annually, and performs regular pre- and post-class NR orientation visits. She also conducts spot inspections of medical command facilities, educational institutes within the region, and continuing education sponsors. Donna’s instrumental involvement in the expansion of our region’s ability to produce EMS providers has resulted in the establishment of new EMS institutes at Burholme EMS, Children’s Hospital of Philadelphia, and AMR

To assure minimum regulatory standards are established and maintained within the region, our office continually monitors and assists 9 medical command facilities, 474 medical command physicians, and all pre-hospital personnel within Philadelphia. We have also processed a total of 516 Medical Command Authorization Applications and 1 medical command facility re-accreditations.

The Philadelphia Regional office continues to assist other regions with large scale agency inspections.

10. Emergency Preparedness Activities

	Quantity
Coalition / Task Force Meetings Attended (only EMSOF funded staff attendance)	11 (Virtual)
Tabletop Exercises Attended / Conducted	0/0
Full Scale / Functional Exercises Attended / Conducted	1/0/0

Special Event Plans Submitted	7
Responses / Deployments	0
Strike Team Agencies	1

Emergency Preparedness Narrative:

PROEMS continue to participate in SEPATF meetings along with maintaining a close relationship with Philadelphia Office of Emergency Management. The regional office provides technical assistance to any person, agency, or organization responsible for the management and administration of special events in developing a Special Event EMS Plan. We continue to receive, review, and process all Special Event Plans from applicants seeking Department approval of an EMS Plan.

11. Board of Director \ Health Council Meetings

DATE:	TIME	LOCATION
07/13/22	08:30	PEMA Building DOH- Bureau of Emergency Medical Services 1310 Elmerton Avenue Harrisburg, PA 17110
11/09/22	08:30	PEMA Building DOH- Bureau of Emergency Medical Services 1310 Elmerton Avenue Harrisburg, PA 17110
02/08/23	14:00	Virtual TEAMS meeting due to COVID-19
04/19/23	14:00	Virtual TEAMS meeting due to COVID-19

12. Medical Advisory Committee Meeting

DATE:	TIME	LOCATION
07/01/22	13:00	Virtual TEAMS meeting due to COVID-19
10/06/22	13:00	Virtual TEAMS meeting due to COVID-19
01/12/23	13:00	Virtual TEAMS meeting due to COVID-19
04/07/23	13:00	Virtual TEAMS meeting due to COVID-19

13. Quality Improvement Committee Meeting

DATE:	TIME	LOCATION
Monthly	13:00	Philadelphia Fire Administration Building

Regional Accomplishments:

Narrative:

The Philadelphia Regional Office of EMS assisted or participated in the following events for FY 2021.

- Acquired 5 SMART Evacuation modules to assist in the evacuation of short/long-term healthcare facilities.
- PROEMS staff received training in the State's new EMS data repository program, BioSpatial; Juvare's EMTrack patient tracking software system; and the SMART Evacuation system.
- Assist PFD/EMS with Community Risk Reduction providing educational material.
- Annual fiscal year audit completed.
- Regional Education Coordinator attended EMS Education meetings in Harrisburg, PA.
- Regional Director attended, in-person and virtual, Regional Director's meetings, monthly SEPATF EMS Subcommittee meetings, and quarterly PEHSC Board of Director's meetings.
- Continue to assist EMS educational institutes in growing EMS instructor candidates.
- Updated the PROEMS statewide communication capabilities by installing a new P25 base radio and antenna system.
- Continue to take part in statewide radio drills.
- Improved the PROEMS office building with new signage increasing our office's visibility.
- Continue to provide assistance and support to the PFD Community Risk Reduction unit with outreach programs and health fair events.
- Provided continuous support of Stop the Bleed classes throughout the region.
- Continue to assist the PA DOH, BEMS in the development and review of educational SOPs/forms/documents.
- PROEMS Director participated in the Dense Urban Terrain (DUT) Exercise overseeing EMS operations involving Hazmat during this multi-day, -location, and -agency response, which simulated a large-scale incident requiring a Presidential Disaster Declaration.
- Assisted the PFD in testing Juvare's patient tracking software, EMTrack, using their web based and mobile app versions during the DUT exercise.
- PROEMS provided staff to assist the Philadelphia Office of Emergency Management & U.S. Northern Command Task Force 46 in the DUT Exercise to serve as an Observer.
- Continue to assist Bucks County EMS in National Registry BLS Psychomotor exams.