



# PHILADELPHIA REGIONAL OFFICE OF EMS ANNUAL REPORT

Fiscal Year 2025

## 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. John Mariano, 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 6<sup>th</sup> largest city in the country with a population of 1.6 million and a regional population of 6.2 million and a workforce of 3 million. Philadelphia is the 2<sup>nd</sup> 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 7<sup>th</sup> 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**

- **Shelisha Nelson**-DC 33-paid by grant
  - Shelisha replaced our former secretary, Kim Parrish, in March. She is highly skilled, organized, punctual with her work, and a quick learner.
  - Shelisha has been 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 a visitor database and create new databases as needed
    - Assist in compiling hospital diversion data

### **Contract Coordinator**

- **Tanya Amir**-DC 47-paid by grant – Left PROEMS in March 2025
  - Succeeded by Michele Butler
  - 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 – Retired September 2025
  - Lieutenant Teefy was an extremely valuable & dedicated member of the PROEMS team. She was succeeded by Lieutenant James Theurer.
  - 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 and she is often directly connected to the operations within 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.
- Review submitted special event EMS plans to assure compliance with PA DOH Bureau of EMS rules & regulations
- 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**
  - Position remains unstaffed. Last occupied by Mr. David Brill, who retired in late June 2020. 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 all other office staff.

## **Regional Director**

- **Fire Service Paramedic Chief Edward Lendvay-Local 22-paid by city**
  - Chief Lendvay is in his 31<sup>st</sup> year with the Philadelphia Fire Department and has 34 years of experience in EMS. He has been the director of the PROEMS for nearly 4 years.
  - 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: Cherelle Parker  
Managing  
Director: Adam K. Thiel  
Fire  
Commissioner: Jeffrey Thompson  
Medical  
Director: C. Crawford Mechem, MD  
Regional  
Director: Edward Lendvay

## **Commissioners Medical Advisory Board**

<u>NAME</u>
Louis Argentine, MD
Jordan Barnett, MD
Jonathan Bar, MD
Andrew Best, MD
Lynn Booz, RN
Edward Bowman, MD
Patrick Boyle, MD
Neil Brady, CEO
Joseph Bushra, MD
Jessica Caum
John Cavenagh, PhD, PA-C
Rhona Cooper, RN
Patrick Deal, MD
Kevin Duffy, MD
Christopher Edwards
Samuel Eldrich, MD
Shara Epstein, MD
John Erbayri, MS
Lisa Feit, MD
Nina Gentile, MD
James Glessner
Joshua Glick, MD
Scott Goldstein, DO
Ruqiyya Greer, RN
Fred Henretig, MD
Tim Hinchcliff
William Hughes, MD
Edward Jasper, MD
Jack Kelly, DO
Alexander Kuhn

<u>NAME</u>
Ken Lavelle, MD
Dominica Leisey
Danielle Levine, MD
Dana Liu, MD
Deborah Love, RN, MBA
Eric Lusinski, MD
Tyler McCardell, MD
Conor McLaughlin, MD
Robert McNamara, MD
C. Crawford Mechem, MD
Mischa Mirin, MD
Gerald O'Neill, MD
Ryan Overberger, MD
Michael Pasirstein, MD
Christopher Ritter, RN, BS
Joseph Saloma
Peter Sananman, MD
Megan Schlegelmilch, MD
Ari Schwell, MD
Karen Sobczak, RN, MSC
Amanda Spier
Scott Sutherland, MD
Nicholas Tsarouhas, MD
Jeffifer Torres, MSHS
Theresa Walls, MD
Alvin Wang, DO
Jean B. Will-Bail, RN, Ed.D
Gerald Wydro, MD
Alexander Yang, MD



## **2. Regional EMS Council Staff:**

Executive Director

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Edward Lendvay[illegible]

### 3. Regional Medical Director(s)

- 1 C. Crawford Mechem, MD  
2

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

	Final Budget	Expended
Personnel Services	\$252,760.12	\$188,169.79
Consultant/ Subcontract Services	\$71,150.90	\$201,900.00
Patient Services	\$0.00	\$0.00
Supplies/Equipment	\$24,479.12	\$432.00
Travel	\$4,935.00	\$512.00
Other Costs	\$146,942.06	\$63,228.00
TOTALS	\$500,267.20	\$454,241.79

**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.

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*Project Narrative:*

(Project Name Here)	Amount: \$0.00
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*Project Narrative:*

Click or tap here to enter text.

(Project Name Here)	Amount: \$0.00
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*Project Narrative:*

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## 6. Regional Activities/ Organizational Management

Date of the current Comprehensive Regional EMS System Plan	Date 03/2023
Number of Board of Director Meetings \ Health Council meetings	4\3
Public Education Stop-the- Bleed Events	111
Public Education CPR Events	109
Number of Legislative Inquiries or Contacts	0
Technical Assistance Request (local entities and elected officials)	1

### *Regional Activities/ Organizational Management Project Narrative:*

The PROEMS continues to work with Philadelphia Police Department's SWAT unit to provide educational continuing education programs to its members.

PROEMS continues to offer assistance to the PFD's Mobile Integrated Health team, which performed 99 awareness level classes pertaining to hand-only CPR, Stop the Bleed, and Narcan and held 10 full classes.

PROEMS staff continue to attend Commissioners Medical Advisory Board (CMAB) and hold Regional EMS Advisory Council (REMSAC) meetings quarterly, and Federal Interagency Committee on EMS meetings.

## 7. Continuous Quality Improvement

	Quantity
Number of Clinical Cases Reviewed by Regional QI Committee	33
Accidents Involving Ambulances / EMS Personnel Reported in the Region	2
Number of Times the Regional QI Committee Met	0

### *Continuous Quality Improvement Narrative:*

PROEMS has 22 licensed EMS Agencies in Philadelphia, consisting of one (1) municipal fire-based EMS service (Philadelphia Fire Department) and twenty-one (21) 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	3
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.

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**9. Systems Operations**

	Quantity
Spot inspections conducted – EMS Agencies	12
Spot inspections conducted – EMS Vehicles	25
Spot inspections conducted – Continuing Education Sponsors	20
Spot inspections conducted – Education Institutes	75
Spot inspections conducted – Medical Command Facilities	6
Number of Safety Inspections Conducted	15
Number of Vehicles Inspected During Safety Inspection	50



Photo & Signatures Added to Certification Cards	1,843
BLS Psychomotor Examinations Conducted	51
Number of BLS Psychomotor Exam Candidates Tested.	536
ALS Psychomotor Examinations Conducted	0
Number of ALS Psychomotor Exam Candidates Tested	0
Certification Class Visits Conducted	75
Number of EMS Agency Re-Inspections Conducted	5
Number of Authorized Inquiry Reports Filed with the Bureau	2
VRT Classes Conducted (Philadelphia Fire Academy)	3

*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 Theurer, 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 two additional EMS institute satellite sites within PA and New Jersey, as well as planning discussions with possibly 4 new EMS institutes within Philadelphia.

To assure minimum regulatory standards are established and maintained within the region, our office continually monitors and assists 9 medical command facilities, 426 medical command physicians, and over 3,800 pre-hospital personnel within Philadelphia. We have also processed a total of 104 Medical Command Authorization Applications.

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)	3/6
Tabletop Exercises Attended / Conducted	1/0
Full Scale / Functional Exercises Attended / Conducted	1/0

Special Event Plans Submitted	9
Responses / Deployments	2/2
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.

In August 2024, 45 members of PA Task Force 1 (PA-TF1), which is the state's FEMA Urban Search and Rescue Team, deployed to North Carolina in response to Tropical Storm Debby. In October of 2024, (PA-TF1) deployed 2 members to Orlando, Florida; one member to DC; 45 members to North Carolina; one canine handler with a human remains detection canine to North Carolina; five additional members and three additional vehicles to Blowing Rock, North Carolina in support of Helene

In addition, the PROEMS attended a CISA/DHS Full-Scall Exercise at Lincoln Financial Field and a tabletop exercise with the Southeast PA Regional Task Force. We also assisted Eastern PA EMS Council in the deployment of their Western Shelter tent system display at the Pennsylvania Asset Review Expo in May.

## **11. Board of Director \ Health Council Meetings**

DATE:	TIME	LOCATION
07/25/24	09:00	CoPA HUB Conference Center, 2525 N 7th Street, Harrisburg
08/22/24	09:00	CoPA HUB Conference Center, 2525 N 7th Street, Harrisburg
09/26/24	09:00	PEMA 1310 Elmerton Ave, Harrisburg, PA 17110 CC112
10/17/24	09:00	Kalahari Resorts
11/21/24	09:00	Virtual TEAMS meeting
01/23/25	09:00	PEMA 1310 Elmerton Ave, Harrisburg, PA 17110 CC112
02/27/25	09:00	CoPA HUB Conference Center, 2525 N 7th Street, Harrisburg
03/27/25	09:00	Virtual TEAMS meeting
04/24/25	09:00	PEMA 1310 Elmerton Ave, Harrisburg, PA 17110 CC112
05/29/25	09:00	CoPA HUB Conference Center, 2525 N 7th Street, Harrisburg
06/26/25	09:00	Virtual TEAMS meeting
10/16/24	10:00	PEHSC – Virtual Teams meeting
12/11/24	10:00	PEHSC – Virtual Teams meeting
03/19/25	10:00	PEHSC – Virtual Teams meeting

**12. Medical Advisory Committee Meeting**

DATE:	TIME	LOCATION
07/11/24	13:00	Virtual TEAMS meeting
10/03/24	13:00	Virtual TEAMS meeting
01/09/25	13:00	Virtual TEAMS meeting
04/03/25	13:00	Virtual TEAMS meeting

**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.

- Conducted EMS Week activities including Continuing Education Programs for all providers
- Assisted 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, quarterly PEHSC Board of Director's meetings, and special project workgroups with PEHSC and AAP.
- Continue to assist EMS educational institutes in growing EMS instructor candidates.
- PROEMS continues to participate in statewide communications drills
- 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, along with the City of Philadelphia's OEM and Philadelphia International Airport stakeholders, began planning the upcoming Philadelphia International Airport EPEX drill taking place late Summer of 2025, which is a FAA mandated requiring the airport test its mass casualty disaster plans.
- PROEMS continues to attend the quarterly Pennsylvania Emergency Health services Committee Board of Directors meetings, as well as, work with PEHSC in the shared goals workgroup.
- PROEMS continues to offer assistance to surrounding regional EMS councils with ambulance licensing inspections and National Registry BLS Psychomotor exams.
- PROEMS continues to meet monthly with the Southeast PA Emergency Response Workgroup and the larger Southeast Task Force meetings as required.
- PROEMS networks with our Recruitment and Retention unit to develop and implement a tiered EMS approach to certification: From EMR>EMT>AEMT>Paramedic with City and non-City lay persons, to increase the ranks of our certified EMS providers in Philadelphia and Pennsylvania.
- PROEMS took part in SEPA Regional Task Force Tabletop Exercise in April 2025
- PROEMS continues to take part in discussions and the review of divert and surge capacity with our partners regional partners.
- Regional EMS Medical Director continues the EMS fellowship program to assist with the QA/QI of EMS activities.
- PROEMS continues to support the PPD SWAT unit in providing PER 370 continuing education programs to its members and the 5- county EMS representatives.
- PROEMS took part in Philadelphia OEM's MCI plan review and tabletop exercise in May.