

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION

EMERGENCY MEDICAL SERVICES & INJURY PREVENTION SYSTEM BRANCH

FUNCTIONAL STATEMENT

The Emergency Medical Services & Injury Prevention System Branch is responsible for expansion and enhancement of the State Comprehensive Emergency Medical Services System with a single mission "to minimize death, injury and disability due to life threatening conditions by assuring the availability of quality emergency medical care and injury prevention Statewide." The Branch is also responsible for disaster coordination and disaster preparedness response of prehospital medical services.

Program Objectives: 1) develop an EMSS Master Plan based on State needs assessment within each county statewide with expectation of preventing possible deaths and/or permanent disabilities; 2) promulgate rules as necessary to ensure injury prevention and control programs and to assure quality of emergency medical care services; 3) administer all such funds for the improvement of EMS System; 4) formulate prehospital scope of practice for the provision of prehospital medical care statewide, transportation and communication systems, coordination with emergency rooms and critical care services; 5) develop methodology and activities necessary to reach such objectives; 6) quantify resources needed for provision of injury prevention and control and emergency services within State and County subsystems; 7) justify need for required resources on scheduled and priority basis; 8) direct the activities of existing State, County, and Private sector services to avoid duplication of services; 9) administer the 15 functional EMS components to provide for the integration and coordination of injury prevention and control and emergency medical services statewide. These components are: manpower, training, communication, transportation, facilities, access to critical care units, utilization of public safety agencies, consumer participation, accessibility to care without ability to pay, standardized medical recordkeeping, independent evaluation and quality improvement, injury prevention and control activities, disaster planning, mutual aid agreements, and public information and education.

BILLING AND COLLECTION SECTION

The Billing and Collection Section is responsible for the billing, collection, and maintenance of accounts receivable for emergency ambulance services provided statewide. The Section also prepares financial and statistical data relating to the billing and collection of ambulance fees. The charging of ambulance service fees is mandated by the Hawaii Revised Statutes Sec. 321-232 and 321-233.

STANDARDS DEVELOPMENT AND REVIEW SECTION

The Standards Development and Review Section is responsible for the following activities which are related to six major components of an emergency medical services system. In each of these components, the Standards Development and Review Section provides technical assistance to implementing agencies and organizations, assists in data analyzing and data reporting, assists in compliance procedure with State and/or Federal regulations as applicable in each component, and develops appropriate guidelines and standards.

Transportation

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To inspect and license ambulances (including air and surface vehicles), ambulance services, personnel, and equipment as required by Chapter 72 of the Hawaii Revised Statutes. Administered Rules Title 11 Chapter 72.

Uniform Medical Record Keeping

To ensure that standard forms are used for reporting of emergency medical services; to include but not limited to ambulance report forms, ambulance dispatch cards, and emergency room patient discharge status reports; to collect and process such forms for computer processing; to issue summary reports for the evaluation of the system effectiveness and quality improvement.

Evaluation/Data Analysis

To provide continuous monitoring and evaluation of the system and system components through the analysis of the operating efficiency and adequacy of resources. Compiling the statewide emergency medical services' data and draft analytical reports for the system planning, legislative initiatives, and financial resources necessary to meet out-of-hospital medical emergencies statewide.

Facilities Categorization

To systematically identify the readiness and capability of hospitals and their staffs to adequately, expeditiously, and efficiently receive and treat emergency patients.

Critical Care Units

To assess resources for critical care and to identify the capability to treat patients in hospitals statewide.

Communications

To monitor and maintain the statewide medical communication system to ensure its operational integrity for public access, dispatch, and medical direction for prehospital medical care.

SYSTEMS MANAGEMENT SECTION

The Systems Management Section is responsible for the day-to-day operations of the following activities relating to development, coordination, management of an emergency medical services system:

Manpower

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To assess personnel requirements and resources for staffing ambulance within the statewide emergency medical services system, to provide for a pool of qualified personnel, and to promote career ladder opportunities for such individuals.

Training

To coordinate provision of training for the various levels of personnel required in an emergency medical services system, including public safety, first responders, emergency medical dispatchers, automatic external defibrillation technicians, emergency medical technicians, and mobile intensive care technicians.

Public Safety Agencies

To coordinate the development of emergency co-respond capability by public safety agencies to life threatening medical conditions and provide basic life support until the arrival of an ambulance.

Consumer Participation

To assure involvement of State and County emergency medical services advisory councils in the planning for development and implementation of the Statewide emergency medical services system programs and standards.

Public Information and Education

To assist in the dissemination of public information on how to access emergency medical services and provide medical self-help until arrival of emergency medical services.

Accessibility to Care

To assist with implementation of 911 telephone and roadway call-boxes systems statewide.

Evaluation

To assure that continuous planning and evaluation of the emergency medical services system for system effectiveness and quality improvement statewide.

Promotes an emergency medical response plan to ensure an effective allocation of resources to meet the health requirements of involved communities.

TRAUMA SYSTEM SECTION

This section is responsible for the planning, development, continuing operation and evaluation of the statewide trauma system including the capacity to assist public and private agencies to ensure a coordinated health response to disaster situations.

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Serves as the Health Department's focus for all activities related to the statewide trauma system.

Plans for, develops and maintains a system of trauma centers, including standards and designation criteria for varying levels of hospitals to address the acute care needs of injured patients statewide.

Provides technical assistance in the latest evidence based practices in trauma system development and trauma patient care to hospitals and health care providers across the state.

Develops and maintains a statewide trauma registry and other necessary information systems to include data on patients evaluated, and treated by the trauma system.

Initiates and supports the Hawaii Trauma Advisory Committee and regional Trauma Advisory Committees for each County.

Increases access to needed trauma subspecialty services during acute care and post-injury rehabilitation for patients statewide.

Plans and implements training and educational programs for physicians, nurses and other health professionals to assure a qualified workforce for the trauma system.

Seeks and applies for Federal and other funding opportunities applicable to the development of the comprehensive statewide trauma system.

Promotes research programs that address prevention, quality improvement and health services effectiveness in trauma.

INJURY PREVENTION AND CONTROL SECTION

The Injury Prevention and Control Section places a priority on the core public health functions of assessment, policy development and assurance as the basis for effective injury prevention and control. Primary prevention is the most effective and economical means to ensure the public's health and safety.

This approach builds the capacity of communities and individuals through ongoing and accessible injury surveillance, and through leadership and coordination of community resources. The most effective strategies utilize interventions, policy initiatives and enforcement means to create an environment that supports and encourages safe lifestyles.

Serves as the Health Department's focus for injury prevention information and initiatives.

Plans, implements and evaluates targeted injury prevention strategies/interventions.

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Initiates and supports coalitions and partnerships that support injury prevention efforts.

Develops and supports policies, regulations and legislation related to injury prevention and control.

Collects, analyzes and develops systems for injury data and trends.

Develops a statewide system of coalitions to support injury prevention.

Increases awareness and communication among injury prevention groups, professionals, and the public, which fosters increased awareness and cooperation.

Provides technical support and training to public and private agencies and community organizations.