

CHAPTER 53

AMBULANCE SERVICE

1. **WORDS AND PHRASES.** Unless otherwise defined herein, the words and phrases used in this Chapter shall have the meanings ascribed thereto in The Illinois Vehicle Code or in the Illinois Emergency Medical Services (EMS) Systems Act (the Act) and the administrative rules and regulations of the Division of Highway Safety and Emergency Medical Services of the Illinois Department of Public Health promulgated thereunder.

(Amended, Ordinance No. 98-06, February 16, 1998)

2. **LICENSE REQUIRED.** No person, firm or corporation shall furnish, operate, conduct, maintain, or engage in the operation of an ambulance service within the City without having a valid current City license for such service, except in the case of catastrophe wherein the number of ambulances needed exceeds the number available from licensed services.

3. **AMBULANCE SERVICE DEFINED.** "Ambulance service within the City" means the transportation by medical transport vehicle from a place within the City to some other place of persons who are sick, injured, wounded or otherwise incapacitated or helpless whether in emergency or otherwise in vehicles based within the City. Ambulance means any publicly or privately owned vehicle that is specifically designed, constructed or modified and equipped, and is intended to be used for, and maintained and operated for the emergency transportation of persons who are sick, injured, wounded or otherwise incapacitated or helpless (Emergency Medical Services (EMS) Systems Act, 210 ILCS 50). It does not include transportation of such persons from outside the City to hospitals or other places within the City by ambulance services

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based outside the City, or the transportation of such persons from hospitals or other places within the City to places in locales where such ambulance services are based outside the City, nor does it include transportation of handicapped persons under programs operated by or on behalf of the City. (Amended, Ordinance, No. 2023-21, April 3, 2023) (Amended, Ordinance No. 98-06, February 16, 1998)

4. **APPLICATION.** Applications for a license to operate an ambulance, and renewal thereof, shall be made upon forms prescribed by the City Manager. Completed applications shall be forwarded to Licensing in the Finance Department. The application shall contain:

- (a) The name and address of the applicant;
- (b) The trade or all other fictitious names, if any, under which the applicant does business or proposes to do business;
- (c) The location and description of the place or places from which the ambulance service operates or is intended to be operated;
- (d) A description of each ambulance which the applicant operates or intends to operate within the license year, including the make, model, year of manufacture, serial number, and the classification thereof under the Act;
- (e) Proof of liability insurance to sufficiently protect the public during their utilization of this service;
- (f) A letter of affirmation from the local or other EMS Resource Hospital stating that the ambulance service and EMT personnel functioning with that service meet or exceed all current Illinois EMS Act and the Division of Highway Safety and EMS of the Illinois Department of Public Health rules and regulations and will be functioning as a prehospital patient care ambulance provided under the supervision of the EMS Resource Hospital's Project Medical Director;

(g) Such other information as the City Manager may reasonably require in the administration of the provisions of this Chapter.

(Amended, Ordinance No. 98-06, February 16, 1998) (Amended, Ordinance No. 2018-36, August 20, 2018)

5. **LICENSE FEE.** All applications for licenses or renewal thereof shall be accompanied by an application fee of One Thousand Dollars (\$1000) for the license year which shall commence on October 1 and end the following September 30. (Amended, Ordinance, No. 2023-21, April 3, 2023) (Amended, Ordinance No. 2016-89, November 21, 2016)

6. **NOTICE OF PUBLIC HEARING.** Within a reasonable time after an application for original license is filed with the Finance Department, a public hearing shall be, and in the case of application for renewal of license a hearing may be, held by the City Manager, or his designee, notice of the time and place whereof shall be published once in a newspaper of general circulation in the City not less than ten days prior to said hearing, and a copy of which said notice shall be served, either personally or by mail, upon the applicant and upon each ambulance service then currently licensed by the City. (Amended, Ordinance No. 89-42, May 1, 1989)

7. **CONDUCT OF PUBLIC HEARING.** Such hearing officer may consider that which is submitted concerning any item contained within such application; the experience and responsibility of the applicant; the effect the proposed service may have on the general health, safety and welfare of the community; and such other matters as may to such officer appear to be germane, and such officer shall file with the Clerk a report in writing of findings and conclusions with regard thereto, which said report shall specifically, in addition to whatever else may be reported, state findings as to;

(a) Whether or not the public is, at the time, reasonably adequately served.

(b) Whether or not convenience and necessity require the proposed service.

(c) Whether or not the proposed service location, personnel, equipment, vehicles and operation comply with the provisions of this Chapter.

(d) Whether or not the license applied for should be granted.

8. **COUNCIL REVIEW.** Any party aggrieved by the conclusions of such hearing officer as to whether or not a license should be granted may, within ten days from the date such report is filed with the Clerk, file a request with the Clerk for Council review of said report, whereafter the Council shall consider the report and may make or cause to be made such additional investigation or inquiry as it deems advisable, whereafter the Council may make such determination in the matter as appears to it to be in the best interest of the general health, safety and welfare of the community.

9. **LICENSED VEHICLES.** At all times when an ambulance is in use in the City as an ambulance, the same shall:

(a) Be currently licensed by the Division of Highway Safety and EMS of the Illinois Department of Public Health and be equipped and staffed as provided by the Act and the rules and regulations promulgated thereunder.

(b) Be equipped with a mobile data computer (MDC) and an automatic vehicle locator (AVL) that is interoperable with the Decatur Fire Department's CAD system. The MDC, and AVL, shall be working at all times the ambulance is in-service.

(c) Be adequately insured with liability insurance in the amounts listed below, to sufficiently protect the public and naming the City of Decatur as an additional insured.

	Each Occurrence	Aggregate
General liability (including bodily injury and property damage)	\$1,000,000	\$3,000,000
Automobile liability	\$1,000,000	\$1,000,000
Worker's compensation		
Each occurrence	\$1,000,000	
Disease – policy limit	\$1,000,000	

Disease – each employee \$1,000,000

(Amended, Ordinance, No. 2023-21, April 3, 2023) (Amended, Ordinance No. 2018-36, August 20, 2018) (Amended, Ordinance No. 98-06, February 16, 1998)

10. **DRIVER AND ATTENDANT.** Each ambulance, while in use in the City as an ambulance, shall be operated by a driver and attendant each of whom shall be currently Illinois licensed as an Emergency Medical Technician commensurate with the Act licensed level of the ambulance to which the driver and attendant are assigned. (Amended, Ordinance No. 98-06, February 16, 1998)

11. **EMERGENCY MEDICAL TECHNICIANS.** Each licensed ambulance service operating within the City of Decatur shall provide a minimum of four Illinois licensed Emergency Medical Technicians (EMT) on duty at all times with an additional two such Illinois licensed Emergency Medical Technicians on immediate reserve. The Illinois licensed Emergency Medical Technicians who are functioning at any EMT level with the ambulance service must be affiliated with the local or other EMS Resource Hospital and be approved to function within the EMS System which serves the City and be approved to function under the supervision of the EMS Resource Hospital's EMS Project Medical Director. The total number of EMTs operating will be determined by the number of ambulances required to operate in the City as determined by the City Manager. (Amended, Ordinance No. 2018-36, August 20, 2018) (Amended, Ordinance No. 98-06, February 16, 1998)

12. **EMERGENCY MEDICAL TECHNICIAN'S REQUIREMENTS.** Each Illinois licensed Emergency Medical Technician who is functioning at any EMT level with the ambulance must:

(a) Be affiliated with the local or other EMS Resource Hospital and be approved to function within the EMS System which serves the City and be approved to function under the super-

vision of the EMS Resource Hospital's EMS Project Medical Director. (Amended, Ordinance No. 98-06, February 16, 1998).

(b) Be trained annually on the Decatur Fire Department's Incident Command System with proof of such initial training provided to the Decatur Fire Chief by August 7, 2019 and annually thereafter.

(c) Be trained in Hazardous Material Awareness by August 7, 2019.

(d) Be trained in Technical Rescue Awareness by August 7, 2019.

(e) Be trained to the National Incident Management System (NIMS) 100 and 700 level within 90 days of their date of hire.

(f) Be trained and certified under the NIMS compliant with or equivalent to NIMS 100, 200, 300, 400, 700, and 800 if acting in a management or supervisory role as defined in NIMS laws, rules and regulations.

(g) Be trained in International Trauma Life Support.

(h) Proof of the completed training as required will be sent to the Decatur Fire Chief for each EMT covered herein.

(Amended, Ordinance, No. 2023-21, April 3, 2023) (Amended, Ordinance No. 2018-36, August 20, 2018)

13. CONTINUOUS OPERATION. Each licensed ambulance service shall be operated continuously at all hours of every day and shall be so constituted as to provide on continuous duty two Mobile Intensive Care Units equipped and staffed so as to be capable of performing Advanced Life Support. The City Manager will determine the total number of ambulances required to operate in the city of Decatur. (Amended, Ordinance, No. 2023-21, April 3, 2023)

14. INCIDENT COMMAND. The Fire Chief, or his or her designee, shall be in command of all incidents within the City of Decatur. The ambulance service shall assimilate

into the incident command system and operate with the Medical Division under the medical group. The ambulance service shall maintain authority and responsibility on all patient care matters and decisions. (Amended, Ordinance No. 2018-36, August 20, 2018)

15. **RECORDS.** Each ambulance service licensed by the City shall keep such adequate records of its equipment and the maintenance thereof, a log of calls and responses, and records regarding its personnel, as the City Manager may direct.

16. **RESPONSE TIME PERFORMANCE.** Each ambulance service licensed to operate within the City of Decatur shall meet specific response criteria. Response times shall be calculated from the hour, minute, and second the call is given by the dispatching agency to the ambulance service, to the hour, minute, and second the ambulance service's ALS transport unit arrives on scene. Each incident will be counted as a single response regardless of the number of units that respond. (Amended, Ordinance, No. 2023-21, April 3, 2023)

(a) The ALS ambulance must arrive at the scene of all calls categorized as class B, C, D, or E as defined by the emergency medical dispatch system within eight (8) minutes of the time the call was received by the ambulance service from the dispatch agency, no less than ninety (90) percent of the time for all calls received during the calendar month.

(b) All non-code responses to calls categorized as class A or O as defined by the emergency medical dispatch system shall arrive on scene within twelve (12) minutes of the time the call was received by the ambulance service from the dispatching agency, no less than ninety (90) percent of the time all calls received during each calendar month.

(c) Any ambulance service licensed to operate within the City of Decatur shall provide to the Decatur Fire Chief or designee, a written quarterly report of response time performance.

(d) At the reasonable request of the Fire Chief, an audit of response times provided by an ambulance service may be conducted. The cost of the audit will be charged to the ambulance service.

(Amended, Ordinance No. 2018-36, August 20, 2018)

17. **CHANGE IN OPERATIONS.** Any change of vehicles, location or substantial change in operating procedures, from that contained in the application for the license currently in effect and supporting data, shall be promptly reported in writing to Licensing in the City of Decatur Finance Department and the Decatur Fire Chief. Personnel and changes in personnel shall be provided annually in the license application or renewal process. (Amended, Ordinance No. 2018-36, August 20, 2018)

18. **COOPERATION.** All ambulance services licensed by the City and the personnel thereof shall cooperate with one another and with the other public safety and emergency services of and operating within the City, both generally and specifically at the scene of an emergency.

19. **MANNER OF DISPATCH AND CALLS FOR SERVICE.** In the event there is more than one licensed ambulance service in the City of Decatur, the City's Fire Department shall determine the manner of dispatch utilizing a method to dispatch the closest ambulance to the call for service location. No ambulance service licensed by the City, or the personnel thereof, shall respond to a call for service directed to another such ambulance service unless requested so to do by the ambulance service originally called. Calls for service requiring an ambulance in the city of Decatur shall receive responses from companies with a license issued by the city as provided herein, unless the City fire department or licensed ambulance provider requests outside assistance.

(a) Each licensed ambulance service shall comply with all emergency dispatch procedures established by the City's Fire Department and any dispatching agency assisting for the Fire Department.

(b) If for any reason a licensed ambulance service is not able to comply with the operational requirements set forth in this article it shall immediately report that status to the Fire Department in accordance with the Decatur Fire Chief's emergency dispatch procedures.

(c) An ambulance service shall not respond to any requests for emergency assistance unless it is in compliance with the operational requirements set forth in this article and it's specifically authorized to respond by the Decatur Fire Chief or the designee as provided for in the Decatur Fire Chief's emergency dispatch procedures.

(d) Personnel affiliated with a licensed ambulance service or hospital who wish to respond to an emergency scene in an emergency vehicle other than an ambulance must:

(1) Identify their response to the Central Illinois Regional Dispatch Center;

(2) Be in compliance with all City, State, or Federal laws and regulations in regard to emergency response;

(3) Be in compliance with the current Emergency Medical Dispatch System; and shall not respond to Alpha, Bravo, or Omega calls with the use of lights and sirens;

(4) Have insurance naming the City as an additional insured.

(e) An ambulance service licensed to operate within the Decatur City limits shall have in place and utilize the current system used for Emergency Medical Dispatch (EMD).

(Amended, Ordinance, No. 2023-21, April 3, 2023) (Amended, Ordinance No. 2018-36, August 20, 2018)

20. MONITORING POLICE OR FIRE CALLS. Responses originated by monitoring Emergency Communications Center radio communications in the absence of specific radio or

telephone request from the concerned Department directed specifically to the responding ambulance service is prohibited. (Amended, Ordinance No. 98-06; Ordinance No. 90-35)

21. **REVOCATION.** In addition to any penalty that may be provided in this Chapter, violation of any of the provisions hereof, or a failure to comply with any of the standards or qualifications provided herein after reasonable notice and an opportunity to so comply, may be grounds for suspension or revocation by the City Manager of license and the privileges thereunder, which once revoked shall not again be granted the same person, firm or entity, or any such firm or entity made up in part of the person or persons formerly of interest in the revoked license or privileges.

22. **REVOCATION HEARING.** Any licensee whose license is revoked, or is suspended for a period of more than thirty days, may request a statement in writing of the reason or reasons for such action, and may by filing a request with the City Clerk within ten days after being notified of such action, be heard by the City Manager, or his designee, with regard thereto, at which hearing anything touching upon any aspect of the license, the license privileges, the vehicles, equipment, operation, personnel, qualifications, character or any other consideration involving the licensee or the ambulance service of such licensee may be considered. A report of findings and conclusions shall be made and filed and the same may be further considered all in the same manner and time and upon the same notice as is provided with regard to hearings on applications.

23. **RULES AND REGULATIONS.** The City Manager is authorized to make such reasonable rules and regulations not contrary to or in conflict with the provisions of this Chapter, as he may deem necessary or desirable to implement, clarify, refine or enforce the provisions hereof.

24. **PENALTY.** Any person, firm or corporation who shall violate any provision of this Chapter shall be fined not less than One Hundred Fifty Dollars (\$150.00) nor more than Five Hundred Dollars (\$500.00) for each offense and each day a violation occurs or continues shall be considered a separate offense. (Amended, Ordinance No. 2011-72, October 31, 2011)