

**MEMORANDUM OF AGREEMENT (MOA)
BETWEEN
MCCONNELL AFB, KS
AND
SEDGWICK COUNTY EMERGENCY MEDICAL SERVICE (EMS), KS**

1. **PURPOSE:** The purpose of this agreement is to outline responsibilities and support for ambulance response provided by Sedgwick County EMS (SCEMS), a division of the Sedgwick County government, to the 22d Air Refueling Wing (22 ARW), McConnell AFB, KS (MAFB).

2. **AUTHORITY:** Department of Defense (DoD) Directive 4000.19, Interservice and Intergovernmental Support; DoD Directive 5500.7, Standards of Conduct; and Air Force Instruction (AFI) 25-201, Support Agreement Procedures. Air Force liability for damages or injury to SCEMS responders and equipment will be accessed and processed pursuant to the Federal Tort Claims Act, 28 U.S.C. 134(b), 2671-2680, the Military Claims Act 10 U.S.C. 2733, and Kansas Statutes Annotated § 65-6124.

3. **GENERAL:** This agreement is for 911 ambulance service calls and flightline response to the MAFB flightline. Additionally, this agreement is for participation with all types of base exercises that may require such support. Ambulance service will be provided 7 days a week, 24 hours a day, 365 days a year. Flightline response will be provided after normal duty hours (1630-0730) Monday through Friday, 24 hours a day Saturday and Sunday, and federal holidays, 365 days a year. SCEMS will ensure adequate resources 24 hours a day, 7 days a week, and 365 days a year to accommodate MAFB EMS needs. MAFB will provide flightline response during normal duty hours (0730-1630) Monday through Friday, every week of the year, except for federal holidays. The 22d Medical Group (22 MDG) must coordinate with SCEMS to provide flight line response for any wing down days.

a. **ASSUMPTIONS**

(1) **Response to MAFB:**

- (a) SCEMS will provide ambulance coverage to MAFB 7 days a week, 24 hours a day, 365 days a year as described above in paragraph 3.
- (b) The MAFB Emergency Control Center (MECC) is the 911-call center for MAFB. The MECC will make all notifications to the SCEMS for emergency response. All MECC operators are qualified in Emergency Medical Dispatch.
- (c) Responses to DoD in-flight emergencies that do not result in need for transportation of patients will be conducted at no charge to MAFB.

(2) **Emergency Response:**

- (a) The MAFB 22 MDG Flight Surgeon's Office will provide ambulance coverage for military flightline emergencies during normal duty hours (0730-1630),

Monday-Friday. A Flight Surgeon will be on-call after normal duty hours (1630-0730), weekends and holidays. The 22d Medical Group (22 MDG) must coordinate with SCEMS to provide flight line response for any wing down days.

- (b) SCEMS will provide ambulance coverage for flightline and ground emergencies when requested by the MECC. The MAFB Fire Department will contact the on-call Flight Surgeon when they notify SCEMS of an in-flight emergency. The on-call MAFB Flight Surgeon will assist SCEMS with flightline emergencies that result in the need for patient evaluation and care.
- (c) SCEMS will respond to the entry control point designated by MAFB Fire Department with an ambulance crew and crew equivalent to its normal emergency operations. The SCEMS ambulance crew will follow the instructions of the incident commander. SCEMS will provide coverage until the incident commander, with advice from the senior military medical representative, releases them.
- (d) The parties agree that SCEMS may utilize its own Mutual Aid Agreements (MAAs) to respond to emergencies at MAFB. No Part of this agreement is intended to imply that only SCEMS ambulances or personnel may respond to emergencies at MAFB. Ambulances and EMS personnel of other jurisdictions sent by SCEMS to MAFB in accordance with MAAs are expected to follow the provisions of this agreement.

(3) Participation in disaster exercises and real world disasters:

- (a) SCEMS will participate in disaster exercises as their staffing and real world demand allows. When needed, MAFB will simulate the SCEMS response during exercises. In the event the Force Protection Condition (FPCON) is elevated due to real-world issues, SCEMS ambulance will be provided an escort by Security Forces from the main gate or the designated entry control point to MAFB.
- (b) SCEMS will respond as needed to all real world disasters that affect MAFB.
- (c) MAFB has a Medical Contingency Response Plan (MCRP 3.2.1) that addresses Mass Casualty (MASCAL) in conjunction with this MOA.

b. SCOPE: SCEMS shall provide state certified paramedic personnel and ambulances for emergency response and patient transport services required for government beneficiaries and the general population on MAFB. SCEMS shall provide full emergency patient transport services at MAFB and all associated housing areas on MAFB. Emergency response and transport services will be coordinated/communicated via the MECC in the event of an in-flight emergency that requires medical response. SCEMS shall cover the range of paramedic and ambulance services provided in the local community to include Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS), and treatment of physiological incidents (e.g. decompression sickness or DCS). SCEMS shall furnish all

labor, management, supervision, vehicles, supplies, equipment, transportation, and reports. Performance shall be according to the requirements of the policies and procedures of SCEMS.

4. RESPONSIBILITIES:

a. MAFB will:

- (1) Provide any necessary training to SCEMS personnel as required/requested. The purpose of this training is to familiarize SCEMS personnel with the physical layout of the base and location of various base agencies involved in an emergency response to ensure responsive and prompt ambulance response. This training includes flight line driving training. These locations include, but are not limited to: flight line, fire department, base housing areas, dormitories, and 22 MDG facilities.
- (2) Ensure MAFB beneficiaries are informed on how to use the 911 emergency medical services. Marketing of this information will be by briefings, newspaper articles, flyers, and the Commander's Access Channel. MAFB beneficiaries will also be informed about the appropriate use of the 911 emergency medical service.
- (3) Ensure telephone and radio systems between SCEMS and MAFB Fire Control are operational and tested on a daily basis between the MECC and SCEMS.
- (4) Provide a point of contact (POC) responsible for this agreement. The Chief Nurse, 22 MDG is appointed as POC for this agreement and has full authority to act for his or her respective agency on all matters relating to the daily operation of this agreement. Notice of a new MDG POC will be provided upon assumption of duties.

b. SCEMS will:

- (1) Furnish all labor, management, supervision, vehicles, supplies, equipment, transportation, facilities, and emergency transport services. SCEMS emergency care will cover the range of ambulance services provided at the same or higher standards of care provided in the local civilian community. SCEMS will provide adequate staff members per ambulance crew for each responding ambulance with at least one crewmember certified and currently licensed as an emergency paramedic. SCEMS emergency response in support of this agreement will be on the same priority as any off-base civilian emergency request.
- (2) Provide transports for beneficiaries being treated at the MAFB MDG in accordance with their established transport criteria for the community.
- (3) Meet ambulance and emergency medical technician (EMT) education, licensing, certification, and training requirements necessary to comply with the State of Kansas standards.

- (4) Provide a copy of SCEMS Standing Orders to the 22 MDG Chief of Medical Staff.
- (5) Be responsible for creating and maintaining records for each ambulance response. The SCEMS EMT/Paramedic will ensure available patient identification information is on all documentation. SCEMS will provide a copy of each report sheet to the healthcare facility the patient is transported to and to the 22 MDG TRICARE Operations and Patient Administration (TOPA) flight (FAX 316-759-1304).
- (6) Only release medical information obtained during the course of this agreement to medical treatment facilities with a valid need for the information in accordance with DoD Privacy Act of 1974 and the Health Insurance Portability and Accountability Act (HIPAA).
- (7) Accept liability damages or injury to people or property inflicted by its personnel and vehicle operations.
- (8) Provide a POC responsible for this agreement. The Director, Sedgwick County Division of Public Safety is appointed as SCEMS POC responsible for this agreement by appointment from SCEMS. This designated person has full authority to act for his or her respective agency on all matters relating to the daily operation of this agreement. The POC will be available by telephone during SCEMS operating hours. Notice of a new SCEMS POC will be provided upon assumption of duties.
- (9) Submit actual emergency response, emergency transport, and in-flight emergency response claims to TriWest or another financially responsible party for payment.
- (10) Ensure all employees of SCEMS have completed a criminal history background check, performed by the Sedgwick County Sheriff's Office at the time of consideration for employment.
- (11) Comply with Occupational Safety and Health Administration (OSHA) guidelines for emergency services and emergency responders to include vaccinations for Hepatitis B.

5. AGREEMENT AND ADMINISTRATION: This Memorandum of Agreement (MOA) is effective upon signature of the Commander, 22d Medical Group, the Commander, 22d Air Refueling Wing and the Director, Sedgwick County EMS. No part of this agreement is intended, nor should it be implied that any exclusivity applies to any one vendor or vendors. The 22 MDOS/CC and 22 MDG/SGH will review this memorandum every two years from the signature date of 22 MDG/CC. The termination of this MOA will be by written notice 180 days prior. For the convenience of the government, termination may be given upon 180 days written notice to one, some, or all SCEMS services. Termination and changes will be sent to 22 MDG/CC, 57950 Leavenworth St., McConnell AFB, KS 67221-3506, or to Sedgwick County EMS, 1015 Stillwell, Wichita, KS 67213. SCEMS reserves the right to terminate this agreement by written notice 180 days prior to the above address. This agreement can be changed at any time by mutual consent of the parties.

Approving Authority:



CHARLES R. CARLTON, Colonel, USAF, BSC
Commander, 22d Medical Group

Date: 4 JUN 12



RICKY J. RUPP, Colonel, USAF
Commander, 22d Air Refueling Wing

Date: 28 JUN 12

By _____
TIM R. NORTON, Chairman
Board of County Commission

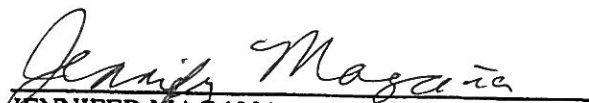
Date: _____

Attest:

KELLY ARNOLD
Court Clerk

Date: _____

Approved as to form only:


JENNIFER MAGANA
Assistant Sedgwick County Counselor

Date: 10-31-12