

**PURPOSE:** The purpose of this policy is to establish the required SJCEMSA access and submission of EMS data and information from computer aided dispatch (CAD) systems by Service Providers.

**AUTHORITY:** Health and Safety Code, Division 2.5, Section 1797.220; 1797.227, 1797.229

**DEFINITIONS:**

- A. "Service Provider" means any and all entities providing ambulance, air ambulance, non-transport advanced life support, and non-transport basic life support in San Joaquin County.

**POLICY:**

- I. Service Providers shall provide access to, and submit as requested, EMS computer aided dispatch (CAD) data to the SJCEMSA, in an automated electronic format acceptable to the SJCEMSA on a monthly basis. CAD data shall include records for all emergency and non-emergency EMS service requests received. Each CAD dispatch record submitted to the SJCEMSA shall contain the following fields, as a minimum:
- A. Call Date.
  - B. Incident and Response Number.
  - C. County.
  - D. Call Type (e.g. scene, inter-facility transfer).
  - E. Emergency Medical Dispatch (EMD) Patient Type.
  - F. MPDS Determinants
  - G. Response Mode.
  - H. Updated Response Mode.
  - I. Mode of Transport.
  - J. Updated Mode of Transport.
  - K. Time Public Service Answering Point (PSAP) 1 or 2 as appropriate.
  - L. Service Provider and Ambulance Provider.
  - M. Vehicle ID Number.
  - N. Time Call Answered.
  - O. Time Call Received (In queue)
  - P. Time Dispatched.
  - Q. Time En Route.
  - R. Time Arrived Scene.
  - S. Time Call Staged.

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Page 1 of 2

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EMS Administrator

- T. Time Departed Scene.
  - U. Time Arrived Destination.
  - V. Time Canceled (if applicable.)
  - W. Scene Response Map Zone.
  - X. Scene X, Y or other coordinate system accepted by County for GIS purposes.
  - Y. Call Disposition (i.e. final result of the call for this vehicle.)
- II. Service Providers shall maintain current records related to pre-hospital and dispatch personnel certification, licensing, and continuing education. Service Providers shall maintain a current roster of personnel on file with the EMS agency and shall submit information necessary to keep the roster current on a monthly basis.

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Page 2 of 2

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