

**POLICY #001: Policy, Procedure, and Protocol Review Process**

I. PURPOSE

The purpose of this policy is to establish a process for the review of a new and/or revised draft policy, procedure, and protocol.

II. SCOPE

A. This policy applies to the following:

- 1. All new and/or revised draft policies, procedures, and protocols (PPP) intended for use by the EMS Agency personnel, EMS provider agencies and organizations, and prehospital EMS personnel.

B. Exceptions to this policy includes:

- 1. Changes reflecting State Law, County Board of Supervisors' Resolution and/or the County of San Luis Obispo Emergency Medical Services Agency (EMS Agency) Medical Director's medical directives/guidelines and/or internal administrative procedures.

III. PROCESS

A. EMS Agency will distribute proposed and/or revised PPP to the appropriate Emergency Medical Care Committee (EMCC) advisory subcommittee(s) for response to those items within the scope of its review.

B. Responses will be reviewed by EMS Agency for compliance with State Law/regulations, and then forwarded to the EMCC for review and approval.



C. The EMCC recommendation(s) for approval and denial of approval will be forwarded to EMS Agency Director and Medical Director for further consideration.

D. PPP approved by the EMS Agency's Director and Medical Director shall be made effective with a noted effective date.

IV. AUTHORITY

- California Health and Safety Code, Division 2.5, Section 1797.220
- California Code of Regulations, Title 22, Division 9

Approvals:

|                              |                                                                                      |
|------------------------------|--------------------------------------------------------------------------------------|
| EMS Agency, Administrator    |  |
| EMS Agency, Medical Director |  |