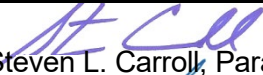



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|---|---|---|--|
| COUNTY OF VENTURA<br>HEALTH CARE AGENCY                     |   | EMERGENCY MEDICAL SERVICES<br>POLICIES AND PROCEDURES |  |
| Policy Title:<br>Notification Of Personnel Changes-Provider |   | Policy Number<br>342                                  |  |
| APPROVED:<br>Administration:                                | <br>Steven L. Carroll, Paramedic | Date: June 1, 2021                                    |  |
| APPROVED:<br>Medical Director:                              | <br>Daniel Shepherd, MD          | Date: June 1, 2021                                    |  |
| Origination Date:   | May 15, 1987  |   |  |
| Date Revised:   | April 8, 2021   | Effective Date: June 1, 2021                          |  |
| Last Review:  | April 8, 2021   |   |  |
| Review Date:  | April 30, 2024  |   |  |

I. PURPOSE

To define a procedure to assure that the Ventura County Emergency Services Agency is notified of hiring, leave of absence, or termination of employment of an EMT, Paramedic or MICN.

II. AUTHORITY:

Health and Safety Code, Chapter 1, Article 1.

III. POLICY

Each provider of prehospital EMS services shall notify, Emergency Medical Services Administrative Office, in writing or by e-mail, of hiring, leave of absence, or termination of employment of an EMT, Paramedic or MICN within 5 working days of taking action.