

**Policy Title: STATE EMS DISCIPLINARY REVIEW BOARD****No. G - 3****Board approval:** 7/15/99**Effective:** 7/1/10**Supersedes:** 8/1/99**Page:** 1 of 2**Reference:** IDPH EMS Rules Section 515.440: State EMS Disciplinary Review Board (June 25, 1998)

- I. **Function of the State EMS Disciplinary Review Board:** To review and affirm, reverse, or modify an EMS Medical Director's (EMS MD's) orders to suspend an EMT or other individual provider from participating within an EMS System.
- II. **Opportunity to request a hearing**
  - A. Any individual, individual provider, or other participant who received an immediate **suspension from the EMS MD** may request the State Board to reverse or modify the suspension order.
  - B. An individual, individual provider or other participant who received a non-immediate suspension order from an EMS MD which was affirmed or modified by a Local System Review Board, may request the Board to reverse or modify the local Board's decision.
  - C. An EMS MD whose suspension order was reversed or modified by a local System Review Board may request the Board to reverse or modify the local Board's decision.
  - D. Such a request shall be made in writing to the Chief of the Department's Division of EMS and Highway Safety, within 10 days after either receiving the local Board's decision or the EMS Medical Director's suspension order. A copy of the EMS MD's written suspension order and/or the Board's decision shall be enclosed.
- III. **Composition of the State Review Board:** The Governor shall appoint a State EMS Disciplinary Review Board, composed of an EMS MD, an EMS System Coordinator, an EMT-P, an EMT-B, and the following members, who shall only review cases in which a party is from the same professional category: a PHRN, an ECRN, a TNS, an EMT-I, a representative from a public vehicle service provider, and an emergency physician who monitors telecommunications from and gives voice orders to EMS personnel.
- IV. **Convening a Board**
  - A. The Board shall meet on the first Tuesday of every month, unless no requests for review have been submitted. Additional meetings of the Board shall be scheduled as necessary to insure that a request for direct review of an immediate suspension order is scheduled within 14 days after the Department receives the request for review or as soon thereafter as a quorum is available. The Board shall meet in Chicago or Springfield, whichever location is closer to the majority of the members or alternates attending the meeting. At its regularly scheduled meetings, the Board shall review requests which have been received by IDPH at least 10 working days prior to the Board's meeting date. Requests for review which are received less than 10 working days prior to a scheduled meeting shall be considered at the Board's next scheduled meeting, except that the requests for direct review of an immediate suspension order may be scheduled up to 3 working days prior to the Board's meeting date (Section 3.45(i) of the Act).
  - B. A quorum shall be required for the Board to meet, which shall consist of 3 members or alternates, including the EMS MD Board member or alternate and the member or alternate from the same professional category as the subject of the suspension order. At each meeting of the Board, the members or alternates present shall select a Chairperson to conduct the meeting.
  - C. **Board deliberations**
    1. The Board shall deliberate decisions in closed session. IDPH staff may attend for the purpose of providing clerical assistance, but no other persons may be in attendance except for the parties to the dispute being reviewed by the Board and their attorneys, unless by request of the Board.

<b>Policy Title: STATE EMS DISCIPLINARY REVIEW BOARD</b>			<b>No. G - 3</b>
<b>Board approval:</b> 7/15/99	<b>Effective:</b> 7/1/10	<b>Supersedes:</b> 8/1/99	<b>Page:</b> 2 of 2

2. The Board shall review the transcripts, evidence and written decision of the local review board or the written decision and supporting documentation of the EMS MD, whichever is applicable, along with any additional written or verbal testimony or argument offered by the parties to the dispute.
3. At the conclusion of its review, the Board shall issue its decision and the basis for its decision on a form provided by the Department, and shall submit to the Department its written decision together with the record of the Local System Review Board. The Department shall promptly issue a copy of the Board's decision to all affected parties.

V. **Binding nature of the Board's decision:** The Board's decision shall be binding on all parties.

---

John M. Ortinau, M.D., FACEP  
EMS Medical Director

---

Connie J. Mattera, M.S., R.N.  
EMS Administrative Director