

September 26, 2022

Good afternoon,

Attached are the materials necessary to complete the ambulance service licensure process. Please select the appropriate level of licensure application (Advanced Life Support or Basic Life Support), complete the application in full, and submit along with an updated transport plan and any other necessary documentation. In addition to the trauma center map, stroke center map, and referral map, a hospital catchment area map is attached to assist with determining the closest hospital for transport. As this map lacks specific landmark features, squad leaders and medical directors will need to use their familiarity with response areas and clinical judgement when making destination determinations. Catchment areas with multiple hospitals in close proximity (Bismarck, Belcourt/Rolla, Fargo) can be visualized as a single catchment area (you will need to use your imagination due to the limitations of the mapping program).

If you are unsure of how to complete a data field, please contact the EMS office for assistance rather than leaving the field blank. Your agency may update its personnel roster and vehicle information online or submit via the licensure application. This is unchanged from previous licensure cycles.

On July 1, 2018, a statewide EMS data repository was implemented, and the electronic submission of EMS run data (NDAC 33-11-01.2-10(5)) became a requirement. An ambulance service that is not transmitting data into the statewide EMS data repository will not be licensed in North Dakota. If your agency is unsure of its data submission status, please contact the EMS office for assistance.

As always, please contact the EMS office with questions or requests for assistance. We are here to help and appreciate all that you do for your fellow North Dakotans.

Thanks,

Chris

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