

1 **16 DEPARTMENT OF PUBLIC SAFETY**

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3 **163 BUREAU OF EMERGENCY MEDICAL SERVICES (MAINE EMS)**

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5 **CHAPTER 15: MAINE EMS REGIONS AND REGIONAL COUNCILS**

6  
7 **§1. Regions**

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9 1. The State of Maine shall be divided into four distinct EMS regions based on  
10 geographical county boundaries. Those regions shall be:

11  
12 A. Region One: Cumberland and York Counties

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14 B. Region Two: Androscoggin, Franklin, Kennebec, Oxford, Sagadahoc, and  
15 Somerset Counties

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17 C. Region Three: Hancock, Knox, Lincoln, Penobscot, Piscataquis, Waldo, and  
18 Washington Counties

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20 D. Region Four: Aroostook County

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22 **§2. Regional Councils**

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24 **1. Designation**

25  
26 A. Each Region shall have one (1) Regional Council; an entity may not serve  
27 more than one region

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29 B. The Board shall designate regional emergency medical services councils, but  
30 in no event shall the number of regional councils exceed four (4)

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32 C. Such regional councils shall be established by application for designation to  
33 be submitted by a business entity. Such application shall describe, at  
34 minimum, the region to be served and contain a list of nominees for  
35 appointment to voting membership of the council, on an application approved  
36 by the Board

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38 D. The Board, upon a finding that the regional council has failed to execute its  
39 duties, may designate another business entity, with a two-thirds majority vote

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41 **2. Roles and Responsibilities**

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43 A. The Regional Council and its representative to the Board shall ensure  
44 information is shared between the Board, Committees, Entities of the Board,  
45 and Office with the local agencies and stakeholders within the region served

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- 47 B. The Regional Council shall appoint, subject to approval by the board, a  
48 Regional Medical Director, in alignment with §3(1) of this chapter  
49  
50 C. The Regional Council shall nominate 2 or more candidates from the region  
51 for a position on the Board, from whom the Governor may select a member  
52  
53 D. The Regional Council shall establish a committee to carry out a plan of  
54 quality improvement approved by the Board  
55  
56 E. Each region shall have one (1) Regional Coordinator, who shall be  
57 responsible to the Regional Council. This Coordinator shall, with the advice  
58 and knowledge of the Regional Council, be responsible for the administration  
59 of regional plans, goals, and operations as defined in this rule  
60  
61 1. The Regional Coordinator shall not be a voting member of the Regional  
62 Council  
63  
64 2. The Regional Coordinator shall interface with and provide monthly  
65 updates to the Office of EMS  
66  
67 3. The vacancy of this position shall be reported to the Office of EMS  
68 within seven (7) calendar days  
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### 70 71 3. Composition

- 72  
73 A. The regional council shall consist of the following voting members. No single  
74 Maine EMS-licensed entity shall have more than one voting representative on  
75 the council. A regional council shall, at a minimum, consist of:  
76  
77 1. Three representatives from Hospital(s) located within the region. Three  
78 representatives from Maine EMS-licensed entities located within the  
79 region. Seven (7) representatives currently residing within the region,  
80 one of whom is not licensed by the Maine EMS Board. There must, at  
81 minimum, be a member chosen from each county represented within the  
82 region  
83  
84 B. A Regional Council shall have no more than 17 voting members  
85  
86 C. Voting members of the regional councils shall be limited by terms defined by  
87 the Regional Council bylaws  
88  
89 D. The names and public contact information for the voting members of the  
90 regional council shall be published digitally, maintained by the regional  
91 council. Any changes in name or public contact information shall be published  
92 within seven (7) business days

93  
94 E. The Director may designate an officer or employee of the Office to act as  
95 secretary of the regional council and may assign from time to time such other  
96 employees as the regional council may require  
97

#### 98 4. Duties 99

100 A. Make and alter by-laws for its organization and internal management  
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102  
103 B. Convene a meeting no less than four (4) times annually. Draft minutes will be  
104 recorded for each of these meetings, which will become final upon a vote of  
105 the council. Maine EMS-licensed entities within the region shall receive  
106 written notice no later than seven (7) days prior to the meeting. Finalized  
107 minutes will be provided within five (5) business days after council approval  
108 to the Office of EMS and any Maine EMS-licensed entities within the region  
109

110 C. Develop and submit to the Board a comprehensive Regional Plan that  
111 provides for the organization and implementation of regional goals and  
112 strategies in alignment with the goals and objectives defined by the Board and  
113 as defined in the Request for Proposal, if applicable. This plan shall be  
114 accompanied by an analysis of regional operations that includes the  
115 identification of resources needed to meet the goals and strategies identified  
116 within the plan. This plan shall be subject to annual approval by the Board;  
117 submission shall be no later than August 15 of each calendar year. The Board  
118 will take action on the submitted plan within 70 calendar days after the  
119 deadline for submission  
120

121 D. Develop a comprehensive Quality Assurance and Improvement plan approved  
122 by the Board. This plan must be reviewed and approved by the Board at a  
123 minimum every three (3) years  
124

125 1. The plan shall be based on an ongoing region-wide assessment of EMS  
126 and EMD services operating within the region on their capacity,  
127 throughput, and the quality of service-level quality assurance/quality  
128 improvement efforts  
129

130 E. Undertake or cause to be undertaken plans, surveys, analyses and studies  
131 necessary, convenient or desirable for the effectuation of its purposes and  
132 powers, and to prepare recommendations and reports in regard thereto  
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### 134 §3. Regional Medical Director 135

136 1. Each region shall have one (1) Regional Medical Director, who shall be a Maine  
137 licensed physician affiliated with a hospital within the region they serve  
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**2. Appointment**

- A. Upon appointment by the region, the qualifications and experience of the licensed physician will be submitted to the Board. The Board, in consultation with the Medical Direction and Practices Board, shall vote to confirm the appointment

**3. Duties**

- A. A Regional Medical Director shall serve as a point of contact, coordination, and advice for Service-Level Medical Directors. A Regional Medical Director may, at their discretion, serve as a Service-Level Medical Director
- B. Attend 75% of Regional Quality Assurance and Improvement Committee Meetings
- C. Serve as the regional representative to the Medical Direction and Practices Board, maintaining compliance with that board's bylaws
- D. Will refer, as appropriate, cases to the Office of EMS for investigation, and after adjudication by the Board of EMS, will serve as a coordinator for referred matters. A Regional Medical Director may not be referred a matter that involves a Maine-EMS licensed entity for which they serve as a Service-Level Medical Director

**4. Delegation of Duties**

- A. The Regional Medical Director may delegate in writing to other licensed physicians the responsibilities of their position. This written delegation must be submitted to the Office of EMS prior to the delegation's effect
- B. The Regional Medical Director may not delegate their representation to the Medical Direction and Practices Board

**§4. Associate Regional Medical Director**

- 1. Each region may have one (1) Associate Regional Medical Director, who shall be a Maine-licensed physician

**2. Appointment**

- A. The Associate Regional Medical Director shall be designated by, with the advice of the Regional Medical Director, the Regional Council

**3. Duties**

184 A. The Associate Regional Medical Director may assist the Regional Medical  
185 Director in carrying out their duties  
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187 B. The Associate Regional Medical Director may perform the functions of the  
188 Regional Medical Director as delegated in writing and after submission of  
189 such delegation to the Office of EMS  
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191 AUTHORITY: 32 M.R.S., Chapter 2-B.  
192

193 EFFECTIVE DATE: July 3, 1978 (EMERGENCY)  
194

195 AMENDED: April 1, 1982  
196 December 25, 1982 - Sec. 2.31, 3131, 6.311, 6.63 and 6.73  
197 January 1, 1984 - Sec. 1, 2, 3, 5, 6, 8.32, 10.2, 10.3, 11.1066, 11.1067  
198 April 30, 1985 - Sec. 1, 2.846.222, 6.332, 9.313, 8.3216 and 9.11  
199 January 1, 1986 - Sec. 1, 6. 8.15, 8.2, 8.3, 8.4 and 11.103  
200 September 1, 1986  
201 August 25, 1987 - Sec. 5, 6.011 and 12 (added)  
202 July 1, 1988  
203 March 4, 1992  
204 September 1, 1996  
205

206 EFFECTIVE DATE (ELECTRONIC CONVERSION):  
207 July 1, 2000  
208

209 REPEALED AND REPLACED:  
210 July 1, 2000  
211 July 1, 2003  
212 October 1, 2009  
213 May 1, 2013  
214 January 10, 2021  
215 TBD  
216

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223 -

224 ~~1. Composition of Councils~~

225 -

226 ~~A Regional Council shall, at least, provide adequate representation for ambulance and rescue~~  
227 ~~services, emergency physicians and nurses, each hospital, and the general public. A Regional~~  
228 ~~Council shall be structured to adequately represent each major geographical part of its~~  
229 ~~region. Regional Councils will identify and publicize names of representatives and their~~

230 ~~constituencies in order that constituents are able to effectively communicate with their~~  
231 ~~representatives.~~

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233 ~~2. Regional Council Activities~~

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235 ~~1. Only one Regional Council shall be recognized in any region. Any~~  
236 ~~organization proposing to serve, as a Regional Council must state this intention in~~  
237 ~~writing delivered to Maine EMS no later than 120 days before the start of the~~  
238 ~~fiscal year in which the contract is to be written. The Board will select the~~  
239 ~~organization which best demonstrates an ability to carry out those functions~~  
240 ~~specified in the service contract for the upcoming fiscal year. The Board will then~~  
241 ~~negotiate a price for carrying out the service contract with the organization~~  
242 ~~selected to be the Regional Council. The Board may elect to enter into a 2 year~~  
243 ~~contract consistent with the biennial budget process.~~

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245 ~~2. Regional Council activities specified in the service contract will include~~  
246 ~~but are not limited to those activities listed in 32 M.R.S., Chapter 2-B §89. By~~  
247 ~~December 31, following the year the contract was in effect, each Regional~~  
248 ~~Council will submit to Maine EMS a final report for the previous fiscal year~~  
249 ~~detailing its performance in carrying out the provisions of the service contract,~~  
250 ~~and which includes an independently prepared financial report. Maine EMS will~~  
251 ~~use financial reports for the purpose of monitoring the general activities of each~~  
252 ~~Council and for setting reasonable prices for future service contracts. Because~~  
253 ~~Regional Councils depend largely on Maine EMS for operational revenue, Maine~~  
254 ~~EMS will endeavor to maintain a schedule of payments to the Region that~~  
255 ~~provides operational funds in advance of the period in which the funds will be~~  
256 ~~employed. Any regional personnel handling the disbursement of its funds shall be~~  
257 ~~bonded at a minimum of \$10,000.~~

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259 ~~3. Designation of Regions~~

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261 ~~1. The Board shall delineate regions within the State in accordance~~  
262 ~~with 32 M.R.S. Chapter 2-B §89(1).~~

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264 ~~2. Service Affiliation with Regions~~

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266 ~~A. Services that respond only to cities, towns, townships, and~~  
267 ~~territories within a single region will be affiliated with that region.~~

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269 ~~B. Services that respond to cities, towns, townships and territories in~~  
270 ~~more than one region will be affiliated with the region as determined~~  
271 ~~by the initial hospital destination of a simple majority of the patients~~  
272 ~~treated by the service as defined in §3.1 of this chapter.~~

273 -

274 ~~3. Changes to Service affiliation within Regional designations are~~  
275 ~~made by Maine EMS when they are approved by the Board and published~~

276 in a document distributed to all service chiefs. The Board will seek advice  
277 from the services and Regional Councils affected regarding any disruption  
278 of patient service or EMS system caused by the proposed change in  
279 designation.

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281 4. ~~Medical Control and Delegation~~

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283 1. ~~Regional Medical Directors acting within the provision of these Rules and~~  
284 ~~32 M.R.S. Chapter 2-B are agents of Maine EMS. Regional Medical Directors~~  
285 ~~may designate, with the approval of Maine EMS, licensed and qualified~~  
286 ~~physicians to serve as their assistants in carrying out these provisions. These~~  
287 ~~assistants will similarly be considered agents of Maine EMS.~~

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289 2. ~~A Regional Medical Director may impose conditions upon a licensee's~~  
290 ~~ability to practice in that Director's region with the licensee's consent. In all~~  
291 ~~cases, the Regional Medical Director must inform Maine EMS of this action as~~  
292 ~~soon as possible and forward to Maine EMS a copy of the executed~~  
293 ~~agreement. If a Regional Medical Director wishes to take action to modify a~~  
294 ~~licensee's ability to practice at his or her license level or modify approval to~~  
295 ~~practice and the licensee does not consent to the modification, the Regional~~  
296 ~~Medical Director will immediately inform Maine EMS.~~