

16 DEPARTMENT OF PUBLIC SAFETY

163 BUREAU OF EMERGENCY MEDICAL SERVICES (MAINE EMS)

CHAPTER 3: GROUND AMBULANCE SERVICE AND NON-TRANSPORTING SERVICE LICENSES

§1. No ground ambulance service or non-transporting service shall operate unless it is duly licensed by the Board under these Rules.

§2. License Factors - ~~a~~A ground ambulance service license or a non-transporting service license is issued for a specific:

1. Service Type - which may be:

A. A Non-Transporting Service; or

B. A Ground Ambulance Service

2. License Level - which may be:

A. Emergency Medical Responder (EMR) - (only if the service is licensing as a Non-Transporting Service type); or

B. Emergency Medical Technician (EMT); or

C. Advanced EMT (AEMT); or

D. Paramedic

3. Permit Level – which may be:

A. Emergency Medical Technician (EMT) (only if a service is licensing as a Non-Transporting Service type); or

B. Advanced Emergency Medical Technician (AEMT); or

C. Paramedic

4. Ownership

A. Upon request of the Board, an applicant for, or licensee of, a ground ambulance service or non-transporting service license must provide the Board with the identity and legal status (e.g., municipality, corporation, limited liability company, sole proprietorship) of the person or entity that holds or is making

46 application for the license. Failure to provide this information may result in an
47 application being treated as incomplete

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49 ~~5. Service Area~~

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51 ~~A. The service area consists of the primary response area, which is any area to~~
52 ~~which the service is routinely made available when called by the public to~~
53 ~~respond to medical emergencies. In defining a primary response area, a service~~
54 ~~will be expected to meet reasonable standards in regard to distance and response~~
55 ~~times to emergency scenes. Maine EMS will determine if such standards are met~~
56 ~~using the following criteria:~~

57
58 ~~1. Dispatch time/availability of ambulance and crew~~

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60 ~~2. Response times~~

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62 ~~3. Organized/coordinated dispatch~~

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64 ~~4. Public perception~~

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66 ~~5. Emergency responses across jurisdictions/public safety implications~~

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68 ~~6. Impact on patient care~~

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70 ~~B. The service receiving the request to respond to an emergency medical call~~
71 ~~outside of its primary response area shall coordinate with that area's primary~~
72 ~~EMS service to ensure the most appropriate response based upon patient status.~~

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74 ~~A service area does not include areas outside the primary response area to which the~~
75 ~~service may be made available for non-emergency medical calls.~~

76 5. 9-1-1 Primary Response Area

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78 A. A service receiving a request to respond to an emergency medical call outside of
79 its 9-1-1 Primary Response Area shall coordinate with that 9-1-1 Primary
80 Response Area's ground ambulance service to ensure the most appropriate
81 response based on patient status.

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83 B. A 9-1-1 Primary Response Area does not include the area to which the service
84 may be made available for interfacility transfer operations.

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86 C. A 9-1-1 Primary Response Area as determined by this section shall not be
87 construed as prohibiting a service from responding to a request from another
88 licensed service authorized in that 9-1-1 Primary Response Area.

89
90 E.6. Notwithstanding paragraph(s) one (1) through four (4) above, an applicant for a
91 ground ambulance service may be issued a license without a 9-1-1 Primary Response

92 Area to perform interfacility transfer operations. A service is not required to list a 9-
93 1-1 Primary Response Area to receive licensure. A service without a 9-1-1 Primary
94 Response Area may not provide primary response to a scene location for an
95 emergency medical call unless in the presence of extraordinary circumstances and
96 that service meets the provision of this chapter, §2(5)(A).
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98 6.7. Base Location.
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- 100 A. A service must be separately licensed for each base location from which it
101 operates, except that a service may apply for a single license to operate from
102 multiple locations provided it has a Service-Level Medical Director and a single
103 Quality Assurance / Quality Improvement program that is approved by the Board
104 and the State Medical Director.
105

106 **§3. Change in License Factors.**
107

- 108 1. A service must apply for and receive a new license in order to change one or more
109 licensing factors. However, a service may apply for a new permit level, or the
110 removal of a 9-1-1 Primary Response Area, on a renewal application form.
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112 **§4. Approval of License.**
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- 114 1. Once a service's application for a new or renewed license has been accepted as
115 complete by Maine EMS, Maine EMS shall grant, refused~~deny~~, or conditionally grant
116 the license within seventy days.
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- 118 2. The Board shall issue a license with a defined 9-1-1 Primary Response Area when a
119 need is demonstrated based on the following criteria:
120

121 A. The Board finds the applicant's proposed response time(s), enroute time(s),
122 transport time(s), and time-tolerance(s) are sufficient to protect the health,
123 welfare, and safety of the public within the 9-1-1 Primary Response Area based
124 on evidence provided;
125

126 B. If the 9-1-1 Primary Response Area is currently served by a licensed ground
127 ambulance or non-transporting service, the proposed times above are maintained
128 or improved;
129

130 C. Public comment(s) received;
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132 D. Discipline undertaken by the Board and any Letters of Guidance that have not
133 expired for the ambulance service currently serving the 9-1-1 Primary Response
134 Area, and the service applying to serve the 9-1-1 Primary Response Area;
135

136 E. An evaluation of the potential impact upon existing ground ambulance and non-
137 transporting services; and,

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139 4.F. The character of the ownership of a proposed service.

140
141 **§5. Licensing Standards**

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143 1. An application will not be accepted as complete unless it includes all materials
144 required to be evaluated for licensure. To obtain a new license, a service applicant
145 must:

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147 A. Apply on forms available from Maine EMS.

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149 B. Submit a fee of \$100.00

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151 C. Demonstrate to Maine EMS that:

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153 1. The applicant has placed a notice, approved by Maine EMS, in the most
154 widely circulated newspaper(s) serving the proposed ~~primary service~~
155 area(s) 9-1-1 Primary Response Area, unless the applicant is applying
156 for licensure without a 9-1-1 Primary Response Area for interfacility
157 transport operations only. The notice must state:

158
159 a. The name and legal status of the entity making
160 application;

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162 b. The name of the proposed service;

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164 c. The type of service proposed;

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166 d. The proposed license level to be provided;

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168 e. The name(s) of the ~~municipalities within the primary~~
169 response area of the proposed service geopolitical
170 subdivision(s) within the proposed 9-1-1 Primary
171 Response Area;

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173 f. That the public is invited to make comment to Maine
174 EMS regarding the proposed application, and that
175 comments must be received by Maine EMS within 30
176 calendar days after the date of the notice's publication;
177 and,

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179 g. The current mailing address of the Maine EMS office.
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2. The applicant possesses the equipment required by these Rules for the type of service and license level proposed.
3. The applicant can provide personnel required by these Rules for the type of service and license level proposed.
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4. The applicant, if applying for a license that includes a ~~primary service area;~~ 9-1-1 Primary Response Area, has made adequate arrangements for full-time dispatch.
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5. The applicant possesses two-way radio communications equipment and frequencies for the proposed type of service, including, but not limited to the hospital-ambulance frequencies utilized in the service area(s) pursuant to these Rules and the designated Maine EMS statewide frequency "155.385."
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6. If the application is for a new service or a change of service ownership: the applicant, if an individual is of good character, and if a partnership or corporation, its partners or principal officers are of good character. Four character references, written within the past year, must be submitted as a condition of meeting this requirement; none may be from a relative or employee of the applicant.
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7. If the application is for a non-transporting service, the non-transporting service has either: ~~(1)~~
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- a. ~~e~~Entered into written agreements with the ambulance services which will transport its patients, guaranteeing continuity of care for the patient and simultaneous dispatch of the non-transporting and ambulance services; ~~;~~ or,
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- ~~7.b.(2)~~ eOtherwise addresses these concerns in a plan approved by Maine EMS which includes as a component a written agreement of this nature with at least one (1) ambulance service.
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- c. An ambulance service is not required to approve of or enter into a written agreement with a non-transporting EMS service.

a-d. A service licensed without a 9-1-1 Primary Response Area may not serve as the ambulance service transporting a non-transporting EMS service's patients.

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226 8. The applicant has established a service level Quality Assurance/Quality
227 Improvement Committee (for approval under 32 M.R.S. §92-A) or has
228 identified a Board-approved Quality Assurance/Quality Improvement
229 committee in which the service will participate, and has submitted a
230 quality assurance plan that is subject to Maine EMS approval.
231
- 232 9. The applicant meets the quality assurance/quality improvement
233 requirements of Chapter 18 of these Rules.
234
- 235 10. The applicant has designated a service director, who shall act as the point
236 of contact for the service.
237
- 238 11. The applicant has designated a person whose serves as the training and
239 education point of contact for the service.
240
- 241 12. The applicant has identified the designated infection control officer for the
242 proposed service. Pursuant to 42 U.S.C. §300ff-136, each employer of
243 emergency response employees in the State of Maine must have a
244 designated infection control officer (ICO) for the purposes of receiving
245 notifications and responses and making requests under 42 U.S.C.
246 Chapter 6A, Subchapter XXIV, Part G. The licensee shall provide the
247 ICO name and contact information to Maine Emergency Medical
248 Services, and promptly notify Maine EMS of any changes in ICO
249 during the term of its license. Maine EMS will provide this information
250 to the Department of Health and Human Services, Maine Center for
251 Disease Control, Division of Infectious Disease.
252
- 253 13. The applicant, if applying for a license or permit to the Advanced EMT
254 (AEMT) or Paramedic levels, has a service-specific medical director;
255 ~~effective January 1, 2022.~~
256
- 257 14. If the applicant lists a service-level medical director, the application must
258 include a medical director agreement.
259
- 260 15. The applicant has in the case of a proposed service requesting a license or
261 permit to administer drugs/medications entered into a written contract
262 with a single hospital which has a pharmacy, several hospitals with
263 either individual or central supply points, or some other source approved
264 by the Board which will provide a system of control and accountability
265 of drugs/medications pursuant to these Rules.
266

267 16. If the applicant intends to provide Paramedic Inter--Facility Transfers
268 (PIFT), a separate application must be submitted to and approved by
269 Maine EMS before the service performs such transfers. Personnel
270 providing PIFT treatment on behalf of the service must successfully
271 complete a Maine EMS-approved PIFT course prior to performing such
272 treatment.

273
274 17. The applicant has submitted a safety program that addresses its patients,
275 personnel, and the general public during operations.
276

277 D. If applying for licensure with a 9-1-1 Primary Response Area, the applicant must
278 define their proposed en-route time(s), response time(s), transport time(s), and
279 time tolerance(s) for each geopolitical subdivision(s) in the proposed service
280 area, based on and including the following:

281
282 1. Population count within the proposed service area;

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284 2. Square miles within the proposed service area;

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286 3. Availability of ambulance and crew;

287
288 4. Number of anticipated requests for each type and level of ground
289 ambulance transport service in the proposed service area;

290
291 5. Available routes of travel within the proposed service area;

292
293 6. Dispatch agreement/response plan, including details about the level of
294 response;

295
296 7. Geographic features and environmental conditions within the proposed
297 service area; and,

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299 8. Healthcare entities within the proposed service area and Healthcare
300 Receiving Facilities that will likely receive transports from the proposed
301 service area.

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303 E. If the 9-1-1 Primary Response Area is currently served by a licensed ground
304 ambulance service AND:

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306 1. The current ground ambulance service is voluntarily relinquishing that 9-1-
307 1 Primary Response Area, the applicant must provide a signed and
308 notarized letter from the service director of the ground ambulance
309 service currently licensed for that 9-1-1 Primary Response Area
310 indicating their intent to relinquish that area; OR,
311

312 2. If the current ground ambulance service is NOT voluntarily relinquishing
313 that 9-1-1 Primary Response Area, the applicant must provide:

314
315 a. A signed and notarized letter from the geopolitical
316 subdivision(s) within a pre-existing 9-1-1 Primary
317 Response Area who are seeking to replace the
318 authorized ground ambulance service; and,

319
320 b. A Consultancy Report.

321
322 i. The applicant must provide a report from a
323 third-party, disinterested consultant, with
324 experience evaluating the efficiency and
325 delivery of emergency medical services that:

326
327 1. Indicates changing ground ambulance
328 services is in the best interest of the
329 residents of the geopolitical
330 subdivision(s);

331
332 2. Acknowledges and defends that the
333 change(s) will maintain and/or improve
334 patient care quality;

335
336 3. Acknowledges and defends that the
337 change(s) will improve system
338 efficiencies and use of resources; and,

339
340 4. Acknowledges and defends that the
341 change(s) maintain and/or enhance
342 response efficiencies.

343
344 ~~2. Except as provided in paragraph 3, below, a~~ service license is issued for a period of
345 ~~up to 12 months, with a November 30 expiration. Maine EMS may issue a license~~
346 ~~that expires prior to the twelfth month and prorate the licensing fee if it is determined~~
347 ~~that such a change is in the best interest of the service and the system.~~

348
349 ~~3. Effective July 1, 2021, initial and renewal service applications will be issued/renewed~~
350 ~~with a November 30, 2021 expiration date in order to establish a common month of~~
351 ~~expiration for all services. Maine EMS will prorate service and vehicle fees during~~
352 ~~the transition period.~~

353
354 4.3. Notwithstanding the notice requirements of §5(1)(C)(1), Maine EMS may issue a
355 temporary service license for up to 60 days to an applicant if Maine EMS determines
356 that issuance of the temporary license will avert the disruption of emergency medical

357 services in the ~~primary service area(s)~~9-1-1 Primary Response Area(s) listed in the
358 applicant's application.
359

360 **§6. Renewal of Service License**

361 1. A licensee shall submit an application for renewal prior to the expiration date of the
362 license.

363
364 A. An application will not be accepted as complete unless it includes all materials
365 required to be evaluated for licensure.

366
367 ~~A.1.~~ The application shall not require a service applying for licensure renewal
368 to comply with this chapter §4(2) and §5(1)(D).

369
370 B. A service may apply for a renewal license for up to ninety (90) days after the
371 date of expiration. The ninety-day period does not postpone the expiration date
372 of the license. A service with an expired license cannot act as an ambulance or
373 non-transporting service until a renewed license has been issued. An application
374 submitted more than 90 days after the license expiration date shall be considered
375 an application for a new license and subject to all requirements governing new
376 applications.

377
378 C. In order to obtain a license renewal, a service must:

379 1. Apply on forms available from Maine EMS.

380 2. Submit a fee of \$100.00.

381
382 3. If the applicant intends to provide Paramedic Inter-Facility Transfers
383 (PIFT), a separate application must be submitted to and approved by
384 Maine EMS before the service performs such transfers. Personnel
385 providing PIFT treatment on behalf of the service must successfully
386 complete a Maine EMS-approved PIFT course prior to performing such
387 treatment.
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390
391 ~~2.~~ The applicant has submitted an agency safety plan that addresses patient, provider, and
392 public safety.

393
394 A.D. Demonstrate, as may be required by Maine EMS, that it meets the licensure
395 requirements called for in these Rules.
396

397 **§7. Personnel Requirements for Ground Ambulance Service or Non-Transporting Service**
398 **Licensees**

399
400 1. A ground ambulance service or non-transporting service will be licensed at the level at
401 which it agrees to provide, on all emergency medical calls, at least one emergency

- 402 medical services person who is licensed and able to provide care at or above the
 403 service license level, except:
- 404 A. ~~w~~When the service’s response is in accordance with a Maine EMS-approved
 405 Response Assignment Plan.
- 406
- 407 2. The phrase “able to provide care” means that the EMS person who is licensed at or
 408 above the service license level must be in the ambulance. If the higher-level EMS
 409 person is in the ambulance, he or she is able to render care. The higher-level EMS
 410 person must assess the patient prior to transport and determine that the lower-level
 411 EMS person can appropriately provide care during transport. In addition, the higher-
 412 level EMS person who is driving the vehicle needs to have the ability to communicate
 413 constantly with the lower-level EMS person who is caring for the patient. If the
 414 patient’s needs change, the higher-level EMS person must switch roles with the
 415 lower-level EMS person.
- 416
- 417 3. A ground ambulance service or non-transporting service must notify Maine EMS of
 418 the addition of any licensed EMS person to its roster of responding personnel prior to
 419 that person responding on behalf of the service and must report the termination or
 420 resignation of any EMS provider from its service within 5 days of the termination or
 421 resignation of the provider. Notification to Maine EMS may be made electronically or
 422 by mail.
- 423
- 424 4. A ground ambulance service or non-transporting service may obtain Maine EMS
 425 permission to provide on some calls, based on personnel availability, a higher level of
 426 care than that for which it is licensed. In order to obtain this permission, a service
 427 must:
- 428
- 429 A. Apply on forms available from Maine EMS
- 430
- 431 B. Submit a fee of \$100. This fee is waived if the service is simultaneously applying
 432 for this permission and for a service license and is submitting the fee required for
 433 licensure.
- 434
- 435 C. Show that it can satisfy the requirements of these Rules (except that for numbers
 436 of personnel, the applicant must demonstrate that at least one Maine EMS
 437 licensed provider, licensed at the permit application level being sought, is
 438 affiliated with the applicant service).
- 439
- 440 D. Renew its permission request when it applies for license renewal, demonstrating
 441 to Maine EMS that it continues to satisfy the requirements set forth in these
 442 Rules.
- 443
- 444 E. Apply for new permission to provide a higher level of care by notifying Maine
 445 EMS.
- 446

447 5. A ground ambulance service or non-transporting service shall not advertise (in
448 newspapers, telephone directories, on television or commercial radio, on billboards or
449 vehicles, or by other means of public promotion) themselves as providing a level of
450 care other than that at which they are licensed under this section. A board permit to
451 provide a higher level of care is not a license for advertising purposes. The Board
452 may prohibit advertising language from any medium listed above if it deems such
453 language to be potentially deceptive or confusing to the public with regard to the
454 services offered.

455
456 6. A ground ambulance service or non-transporting service shall not allow persons less
457 than 18 years of age to participate in medical response operations or medical response
458 observation, except when Maine EMS has approved the service's supervision plan for
459 such persons and in accordance with Maine Department of Labor rules governing
460 employment for minors.

461
462 ~~7. A ground ambulance service or non-transporting service shall meet the following~~
463 ~~requirements regarding service personnel:~~

464
465 ~~A. The person whose job description includes operating an ambulance in an~~
466 ~~emergency mode or transporting a patient must possess within 6 months of being~~
467 ~~employed, certification of successful completion of a basic ambulance vehicle~~
468 ~~operator course, or a course that has been approved by the Board as an equivalent~~
469 ~~(32 M.R.S. §85(6)). Services will maintain a record of such training and make it~~
470 ~~available to Maine EMS upon request.~~

471 7. A ground ambulance service or non-transporting service must establish a written driver
472 training program and/or standard operating procedure(s) for the operation of
473 Ambulances and Emergency Medical Service Vehicles licensed by Maine EMS, that
474 at a minimum includes the following:

475
476 A. Use of Seatbelts

477
478 B. Emergency Vehicle Response to:

479
480 1. Emergency Medical Call(s); and,

481
482 2. Non-Emergency Medical Call(s)

483
484 C. Operator Requirements for Program Participation:

485
486 1. Must hold a valid state driver's license

487
488 D. Initial Training:

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490 1. Initial training must consist of the following, and the Operator is not
491 permitted to operate independently during patient transport and/or in
492 emergent mode until the requirements of this section have been met:

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a. The Operator has completed a review of all applicable sections of 29-A M.R.S.;

b. Completion of on-road driving skills with a service’s designee, to include:

i. Emergent mode; and,

ii. Non-emergent mode.

c. An evaluation of the Operator’s proficiency, knowledge, and proper operation of the specific vehicle(s) and equipment;

i. A satisfactory evaluation must be achieved by the Operator to meet this requirement

d. Successful completion of an Ambulance Vehicle Operator Course, or a course that has been approved by the Board as an equivalent, according to 32 M.R.S. §86(6).

E. Service Administrator Review

1. The Service Director or designee must review all Operator’s motor vehicle driving history on an annual basis.

F. Record Keeping

1. Services will maintain a record of such training and will make it available to Maine EMS upon request.

G. §7(7) of this chapter is effective six (6) months after publication of this amended rule by the Secretary of State’s Office.

§8. Availability for Emergency Response

1. Any ground ambulance service offering response to emergency medical calls in the service’s ~~primary response area~~ 9-1-1 Primary Response Area must be available twenty-four hours a day, every day, with full-time dispatch capability, and written mutual aid arrangements as necessary, and must also provide a detailed plan to its primary dispatch agency indicating its mutual aid agencies and the order of contact of those mutual aid agencies.

- 538 A. Failure of a ground ambulance service to comply with these emergency response
539 requirements will be reviewed by Maine EMS to determine if corrective action is
540 required. Maine EMS shall notify the service of any required corrective action
541 and shall set a reasonable amount of time for the service to carry out this action.
542
- 543 2. A non-transporting service providing response to emergency medical calls must submit
544 with its initial license application a letter of understanding if the service's hours of
545 availability will be other than twenty-four hours a day, every day. This letter of
546 understanding must be approved by Maine EMS and signed by an authorized
547 representative of the non-transporting service, and an authorized representative of the
548 transporting service. Changes to the letter of understanding may be accomplished by
549 written agreement of the aforementioned parties.
550
- 551 3. Non-transporting services must have a full-time dispatch capability, written mutual aid
552 arrangements as necessary and assure an annual average response time during their
553 hours of availability of twenty minutes or less from the "call for emergency medical
554 assistance" to "arrival at scene" and shall not deny treatment resulting from an
555 emergency medical call if treatment is indicated.
556

557 **§9. Patient Care Report**

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- 559 1. For each request for service, or for each patient when more than one patient is involved
560 in a call, a service must complete and submit an electronic Maine EMS patient care
561 report, as specified by Maine EMS, within twenty-four hours.
562

563 **§10. Pilot Projects**

- 564
- 565 1. For the purpose of evaluating the workability and appropriateness of incorporating a
566 particular emergency medical treatment technique or a type of equipment into any
567 licensure level, the Board may elect to exempt a service from the requirements of the
568 relevant licensure level so as to permit the service to utilize the designated techniques
569 or equipment on an experimental basis. Such authorizations may be continued at the
570 discretion of the Board. Such authorizations should not be construed as levels of
571 licensure.
572

573 **§11. Vehicles – General**

- 574
- 575 1. Except as otherwise exempted by 32 M.R.S. §82, no vehicle shall be operated as an
576 ambulance (from within Maine) or emergency medical services vehicle unless it is
577 licensed or authorized in accordance with these Rules.
578
- 579 2. A vehicle license or authorization is valid for a period of one year, starting from the
580 month the service license is issued.
581

- 582 A. Maine EMS will prorate the vehicle licensing fee for a service licensing a new
 583 vehicle within its one-year service license period to ensure concurrent expiration
 584 dates for service and vehicle licenses.
 585
- 586 3. A vehicle license or authorization is issued to a particular service and for a particular
 587 vehicle, except as permitted in Chapter 3 §12 of these Rules. If a service is required
 588 to relicense under Chapter 3 §2 because of a change of ownership, then all of the
 589 service’s vehicle licenses and authorizations end, and the service must apply for new
 590 vehicle licenses and/or authorizations. The fee for licensing a vehicle is \$60.00.
 591
- 592 4. When a service acquires a new or used vehicle under Chapter 3 §12 of these Rules, it
 593 shall apply to Maine EMS on forms available from Maine EMS and shall pay the
 594 applicable vehicle licensing fee. Within 45 days, Maine EMS shall issue, or decline
 595 to issue, a license for the vehicle.
 596
- 597 5. Vehicles licensed under this chapter must:
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- 599 A. Display the name of the service operating the vehicle on the left (driver) and
 600 right (passenger) side of the vehicle in letters no less than 6 inches high or
 601 display a logo that adequately identifies the service. Vehicles temporarily
 602 transferred to a service under the provision of Chapter 3 §12 are exempt from
 603 this requirement
 604
- 605 B. Be exclusively leased or owned and operated by a service licensed by Maine
 606 EMS or by an agency designated by Maine EMS.
 607
- 608
- 609 6. Upon request by Maine EMS, a ~~licensed~~ service shall make its licensed and/or
 610 authorized vehicle(s) available for inspection to ensure that each vehicle is safe,
 611 clean, and otherwise in conformity with these Rules. If a licensed or authorized
 612 vehicle does not pass inspection and its continued operation presents a hazard to
 613 health or safety, the Board may suspend its license to provide emergency medical
 614 services at once consistent with Maine Law (See 5 M.R.S. §10004 and 4 M.R.S.
 615 §184). Alternatively, if the continued operation of the licensed and/or authorized
 616 vehicle at the level which the service is permitted pursuant to Chapter 3 §7(3) of these
 617 rules presents a hazard to health or safety, the Board may immediately suspend the
 618 ~~licensed and/or authorized the~~ service’s permit consistent with Maine Law (*see* 5
 619 M.R.S. §10004 and 4 M.R.S §184) and allow the service to operate at the next lowest
 620 level for which it is properly equipped. If the deficiencies are not such as to require
 621 the vehicle’s immediate removal from service or the immediate suspension of the
 622 service’s permit, then Maine EMS shall notify the service of the deficiencies and set a
 623 reasonable amount of time in which the service may continue to provide emergency
 624 medical services while bringing it into conformity with the law and Rules. If the
 625 licensed and/or authorized vehicle is not brought into conformity within the time set,
 626 Maine EMS may refuse to renew, or seek revocation of, the licensed and/or
 627 authorized vehicle’s license to provide emergency medical services.

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§12. Ground Vehicles – Licensing and Authorization Requirements

1. Ground Ambulance Vehicles

A. If control of a ground ambulance vehicle passes from one ambulance service to another, or from an ambulance manufacturer or its representative to an ambulance service, through any means, the ground ambulance vehicle must be licensed to the recipient service prior to the recipient service’s operation of that vehicle as an ambulance. If temporary control of a licensed ground ambulance vehicle, which is owned by a licensed service, is passed to another ambulance service, the ground ambulance vehicle transferred under this subsection will be considered licensed pursuant to these Rules.

B. Emergency Medical Services Vehicles

1. Any vehicle operated by a licensed service that is not already licensed as a fire department vehicle or ambulance, may be authorized by Maine EMS as an emergency medical services vehicle, consistent with 29-A M.R.S. §2054 provided that vehicle:

- a. Is operated in emergency response mode on public ways solely for the purpose of carrying personnel and equipment to the scene of an emergency medical call.
- b. Meets Maine’s periodic motor vehicle inspection requirements.
- c. Is operated in accordance with all applicable Maine Laws, including, but not limited to Title 29-A.
- d. Is made available for inspection when requested by Maine EMS in order to ensure conformity with the Rules.
- e. Displays the name of the service operating the vehicle on the left (driver) and right (passenger) side of the vehicle in letters no less than 6 inches high or displays a logo that adequately identifies the service. Vehicles temporarily transferred to a service are exempt from this requirement.
- f. Is exclusively leased or owned and operated by a service licensed by Maine EMS or by an agency designated by Maine EMS.

674 **§13. Ground Ambulance Design Requirements**675
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1. A ground ambulance vehicle must meet the following standards to be licensed:

- A. Federal/state safety requirements. It must meet the applicable federal and Maine safety requirements including the State's periodic motor vehicle inspection requirements listed in the current edition of the Maine State Police Motor Vehicle Inspections Manual.
- B. Interior size. It must meet the chassis manufacturer's specifications and must have a minimum inside height of 60 inches at the center of the patient compartment, a minimum width of 48 inches at the center of the patient compartment, a walkway parallel to the length of the primary cot adequate to allow an attendant to walk from head to foot of the cot; and a minimum inside patient compartment length of 122 inches at the cot level.
- C. Interior storage accommodations. The interior of the patient compartment must provide adequate stowage space for medical supplies, devices, and installed systems. For purposes of this paragraph, "stowage" is defined as the storing, packing, or arranging of ambulance contents in a secure manner so as to protect the contents from damage and the personnel from injury. Interior compartment doors, latches and operating mechanisms must operate in accordance with the manufacturer's design.
- D. Seat belts. Seat belts shall be provided in all permanent seat positions in the vehicle, including the squad bench. For purposes of this paragraph, "squad bench" is defined as a permanent, non-removable seat that is located in the patient compartment and which can serve as a seat for crew members or as a surface on which a patient may lie down.
- E. Patient restraint. The ambulance must be equipped with a multilevel patient stretcher designed for ambulances, mounted in, and detachable from the vehicle. The head of the stretcher must elevate. At least three strap-type restraining devices (chest, hip, lower extremity), not less than 2 inches wide, shall be provided for each stretcher, cot, or litter. Additionally, the head of the cot shall be furnished with upper torso (over the shoulder) restraints designed to prevent motion of the patient during severe braking or in an accident. Restraining straps shall incorporate metal-to-metal quick release buckles. The use of all lateral and shoulder straps is required while transporting a patient.
- F. Stretcher fasteners. The installed stretcher fastener device(s) for wheeled stretchers shall meet the performance requirements of the following two standards, which this rule incorporates by reference:

- 719 1. *Ambulance Litter Integrity, Retention, and Patient Restraint Fasteners*,
720 (J3027), July 14, 2014, edition, which is available at cost from SAE
721 International, 400 Commonwealth Drive, Warrendale, PA 15096; or,
722
- 723 2. Chapter 6 (6.22) “Patient Cot Retention” of *Standard for Automotive*
724 *Ambulances* (NFPA 1917), 2019 edition, published May 24, 2018,
725 which is available at cost from the National Fire Protection Association,
726 1 Batterymarch Park, Quincy, MA.
727
- 728 3. Provision shall be made for the required portable stretchers to be secured in
729 safe positions for transport. Stretcher fasteners must be installed
730 according to the stretcher fastener manufacturer’s directions. All
731 ambulances licensed after July 1, 2030 will need to meet these
732 requirements.
733
- 734 G. Patient compartment environmental equipment. The patient compartment shall
735 be adequately heated, air-conditioned, and ventilated to provide for patient
736 comfort.
737
- 738 H. Communications equipment shall be adequate to allow the vehicle to contact on
739 the regional radio frequency the hospitals to which it regularly takes patients.
740 The ambulance shall also be able to maintain two-way communications contact
741 with a full-time dispatching facility. All vehicles licensed or authorized by Maine
742 EMS shall be capable of communications utilizing the designated Maine EMS
743 statewide frequency, 155.385
744
- 745 I. Attendants/driver communication. The driver and the attendants, in their working
746 positions, must be able to speak to one another.
747
- 748 J. Warning devices. All ambulances shall be equipped with a functional siren and
749 with functional emergency warning lights, rotating, or flashing, visible from 360
750 degrees at all times. Colors of ambulance lights are fixed by 29-A M.R.S. §2054.
751
- 752 K. Patient compartment illumination. Normal white illumination shall be provided
753 in the patient area so as to provide a minimum of 35-foot candles of illumination
754 measured on at least 90 percent of the cot’s surface area.
755
- 756 L. Name of service. Ground vehicles must display the name of the service licensing
757 the vehicle on the left (driver) and right (passenger) side of the vehicle in letters
758 no less than 6 inches high or display a logo that adequately identifies the service.
759 Vehicles temporarily transferred to a service under the provision of Chapter 3
760 §12 are exempt from this requirement.
761
- 762 M. Main oxygen supply. The ambulance shall have a hospital type piped medical
763 oxygen system capable of storing and supplying a minimum of 3,000 liters (“M”
764 size tank). The oxygen pressure regulator must be a medical oxygen pressure

765 reducing and regulator valve with an inlet filter at the cylinder and shall have a
766 line relief valve set at 1378 kPa (200 psi) maximum, and a gauge range of 0 to
767 17225 kPa (0 to 2500 psi). The flow meter must be a pressure compensated type.
768

769 N. Suction aspirator permanently mounted. The ambulance vehicle shall have an
770 electrically or (engine) vacuum-powered suction unit capable of providing a free
771 air flow of at least 20 L.P.M. and achieving a minimum of 300 mm Hg within 4
772 seconds after the suction tube is closed.
773

774 O. Exterior compartments and doors. Exterior compartments, exterior compartment
775 doors and exterior patient/passenger doors must be equipped with latches,
776 gaskets and operating mechanisms which operate in accordance with the
777 manufacturer's design.
778

779 2. All ambulances newly manufactured after July 1, 2021, must at a minimum comply
780 with one of the following standards, which this rule incorporates by reference:
781

782 A. National Fire Protection Agency (NFPA) NFPA 1917 (2019)
783

784 1. *Standard for Automotive Ambulances* (NFPA 1917), 2019 edition,
785 published May 24, 2018, which is available at cost from the National
786 Fire Protection Association, 1 Batterymarch Park, Quincy, MA.
787

788 2. Federal Specification for Star-Of-Life Ambulances (KKK-A-1822F
789 through Change notices 13) July 2020
790

791 a. Federal Specifications for Star-Of-Life Ambulances
792 (KKK-A-1822F (August 2007) with change notices; #8
793 July 2015, #9 July 2016, #10 July 2017, #11 July 2018,
794 #12 July 2019, & #13 July 2020), which is available at
795 cost from the Office of Motor Vehicle Management,
796 Vehicle Publishing Division
797

798 3. Commission on Accreditation of Ambulance Services, Ground Vehicle
799 Standards 2.0 (July 1, 2019)
800

801 a. Commission on Accreditation of Ambulance Services,
802 Ground Vehicle Standards 2.0 (July 1, 2019) is
803 available at cost from Commission on Accreditation of
804 Ambulance Services
805 1926 Waukegan Road – Suite 300, Glenview, IL
806 60025.
807

808 **§14. Ground Ambulance Vehicle Equipment Requirements**
809

810 1. A ground ambulance service must possess, at a minimum, the equipment listed in
811 Chapter 17 of these Rules, for the type of service and license level. ~~and A ground~~
812 ambulance service must maintain a system to ensure the availability of this equipment
813 on any call.

814 ~~A. All medical equipment and medical supplies required must be latex free.~~

815
816 ~~B. Each ground ambulance vehicle must carry the equipment and medical supplies~~
817 ~~listed in Chapter 17 of these rules.~~

818
819 ~~C. The Emergency Medical Technician (EMT) set of equipment is the minimum set~~
820 ~~of required equipment for a Ground Ambulance Service.~~

821
822 ~~D. If a ground ambulance service is licensed at the Advanced EMT or Paramedic~~
823 ~~level, any ground ambulance vehicle of that service responding on an emergency~~
824 ~~medical call will be equipped on those calls with the equipment and supplies~~
825 ~~required by these Rules.~~

826
827 ~~E. If a ground ambulance service is permitted to a given level, it must possess at~~
828 ~~least one set of equipment and supplies required for that level pursuant to these~~
829 ~~Rules.~~

830
831
832 2. Upon request of Maine EMS, a ground ambulance service shall make its equipment
833 available for inspection in order to ensure conformity with the Rules.

834
835 **§15. Vehicle Operation**

836
837 1. A licensed ground ambulance vehicle or authorized emergency medical services
838 vehicle shall operate in a non-emergency response mode to a location to which the
839 ambulance or emergency medical services vehicle has been dispatched except when:

840 A. Dispatch or responding personnel do not have adequate information to
841 determine the existence or condition of persons at a scene who may require
842 emergency medical treatment; or,

843
844 B. The ambulance or emergency medical services vehicle is responding in
845 accordance with a Maine-EMS-approved Response Assignment Plan.

846
847
848 2. A licensed ambulance shall operate in a non-emergency response mode from the scene
849 of a call to a hospital or during the transfer of a patient from a hospital or healthcare
850 facility to another place unless the EMS provider responsible for the care of the
851 patient determines that a threat to the patient's life or limb exists and necessitates
852 emergency response mode.

853
854 **§16. Non-Transporting Service Requirements**

- 856 1. A non-transporting service must possess, at a minimum, the equipment listed in
857 Chapter 17 of these Rules and must maintain a system to ensure the availability of
858 this equipment on any call.
859
- 860 A. All medical equipment and medical supplies required must be latex free.
861
- 862 B. The Emergency Medical Responder (EMR) set of equipment is the minimum set
863 of required equipment for a non-transporting service.
864
- 865 C. If a non-transporting service is licensed at the Emergency Medical Technician
866 (EMT), Advanced EMT or Paramedic level, that service, while responding on an
867 emergency medical call will be equipped on those calls with the equipment and
868 supplies required by these Rules.
869
- 870 D. If the service is permitted to a given level, it must possess at least one set of
871 equipment and supplies required for that level pursuant to these Rules.
872
- 873 2. Upon request of Maine EMS, a non-transporting service shall make its equipment
874 available for inspection in order to ensure conformity with the Rules.
875

876 **§17. Termination of Service Licensure**

- 877
- 878 1. Any ground ambulance service or non-transporting service intending to terminate its
879 ~~operations~~ license must make written notification to Maine EMS at least 30 days prior
880 to the service termination date. The service shall notify the public at least 30 days
881 prior to the service termination date by placing an advertisement in the most widely
882 circulated newspaper(s) serving the ~~primary service area(s)~~ 9-1-1 Primary Response
883 Area. The notice must state:
884
- 885 A. The name of the service;
886
- 887 B. The date of service termination; and,
888
- 889 C. The names of the ~~municipalities~~ geopolitical subdivision(s) affected by the
890 service's termination.
891

892 **§18. Duty to Report**

- 893 1. A licensee or an applicant for licensure under this chapter shall notify the Board in
894 writing within 10 days of a:
895
- 896 A. Change of name or address;
897
- 898 B. Criminal conviction;
899

900 C. Revocation, suspension, or other disciplinary action taken in this or any other
901 jurisdiction against any occupational or professional license held by the applicant
902 or licensee; or,

903
904 D. Material change in the conditions or qualifications set forth in the original
905 application for licensure submitted to the Board.
906

907
908 AUTHORITY: 32 M.R.S., Chapter 2-B.
909
910 EFFECTIVE DATE: July 3, 1978 (EMERGENCY)
911
912 AMENDED: April 1, 1982
913 December 25, 1982 - Sec. 2.31, 3131, 6.311, 6.63 and 6.73
914 January 1, 1984 - Sec. 1, 2, 3, 5, 6, 8.32, 10.2, 10.3, 11.1066, 11.1067
915 April 30, 1985 - Sec. 1, 2.846.222, 6.332, 9.313, 8.3216 and 9.11
916 January 1, 1986 - Sec. 1, 6. 8.15, 8.2, 8.3, 8.4 and 11.103
917 September 1, 1986
918 August 25, 1987 - Sec. 5, 6.011 and 12 (added)
919 July 1, 1988
920 March 4, 1992
921 September 1, 1996
922
923 EFFECTIVE DATE (ELECTRONIC CONVERSION):
924 July 1, 2000
925
926 REPEALED AND REPLACED:
927 July 1, 2000
928 July 1, 2003
929 October 1, 2009
930 May 1, 2013
931 January 10, 2021
932