

Tony Evers
Governor

Karen E. Timberlake
Secretary



State of Wisconsin
Department of Health Services

DIVISION OF PUBLIC HEALTH

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November 15, 2021

(Via E-Mail and Certified US Mail)

Adam D. Vnuk
2117 East 36th Street
Minneapolis, MN 55407

RE: Reprimand of Adam Vnuk #7026011

Dear Mr. Vnuk:

The Department of Health Services (Department), Emergency Medical Services (EMS) Section, hereby reprimands you, Adam Vnuk, License #7026011 as service director for Clear Lake Ambulance Service, related to failure to ensure all EMS personnel are properly licensed and credentialed as required by Wis. Admin. Code § DHS 110.48(3).

Factual Basis for the Department's Action

You were the service director on record with the Department for Clear Lake Ambulance Service during 2020. In your role as service director for Clear Lake Ambulance Service, you completed the 2020-2023 EMS Service Provider Renewal application on June 26, 2020. On the 2020-2023 EMS Service Provider Renewal Application, you entered your initials in the box provided to indicate you agree with the following statements:

I understand that Wis. Admin. Code § 110.48 states "Service director. An emergency medical service provider shall have a service director who shall:

- (1) Serve as the primary contact between the emergency medical service provider and the department.*
- (2) Assure that all elements of the operational plan are kept current.*
- (3) Assure that EMS personnel are properly licensed and credentialed.*
- (4) Provide day-to-day supervision of the ambulance service provider's operations."*

Thomas Fletcher was an emergency medical services practitioner credentialed to Clear Lake Ambulance Service prior to September 30, 2020. Thomas Fletcher's paramedic with critical care endorsement license expired on September 30, 2020.

On December 8, 2020, the Department received a notification that Thomas Fletcher was functioning as an emergency medical services practitioner with the Clear Lake Ambulance Service without a license. The complainant provided additional information on December 10, 2020.

On December 9, 2020, the Department requested you provide the number of times Mr. Fletcher responded with Clear Lake Ambulance Service after his license expired.

On December 26, 2021, you provided the Department with a list of at least 27 emergency medical responses Mr. Fletcher completed for Clear Lake Ambulance Service after his license expired on September 30, 2020.

Legal Authority for Department Action

Under Wis. Admin Code § DHS 110.56,

The department may reprimand a licensee, permit holder, or certificate holder if the department finds that the person has violated a requirement of this chapter or ch. 256, Stats., or engaged in conduct described in s. DHS 110.54. A reprimand documents the department's finding that the permittee, certificate holder or licensee has violated a requirement of this chapter or ch. 256, Stats., or has engaged in conduct described in s. DHS 110.54. A reprimand may be in the form of a letter issued to the person who is the subject of the reprimand...

Wis. Admin. Code § DHS 110.48 states,

An emergency medical service provider shall have a service director who shall:

- (1) Serve as the primary contact between the emergency medical service provider and the department.
- (2) Assure that all elements of the operational plan are kept current.
- (3) Assure that EMS personnel are properly licensed and credentialed.
- (4) Provide day-to-day supervision of the ambulance service provider's operations.

Department Action

Based on the records submitted, it has been determined that you failed to assure EMS personnel were properly licensed and credentialed in accordance with Wis. Admin. Code 110 and Wis. Stat. ch 256.

In accordance with Wis. Admin. Code § DHS 110.56, the Department will post the reprimand on the Department's EMS website, will retain a copy of this reprimand in your file, and may consider it in determining what further enforcement action may be appropriate if violations continue.

Pursuant to Wis. Admin. Code § DHS 110.56, the Department's issuance of this reprimand is a final decision of the Department and is not subject to an administrative hearing.

Adam D. Vnuk
November 15, 2021
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Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Phillips". The signature is written in a cursive style with a large, prominent initial "J".

Jeff Phillips
Director
Office of Preparedness and Emergency Health Care
Wisconsin Department of Health Services