Tony Evers Governor



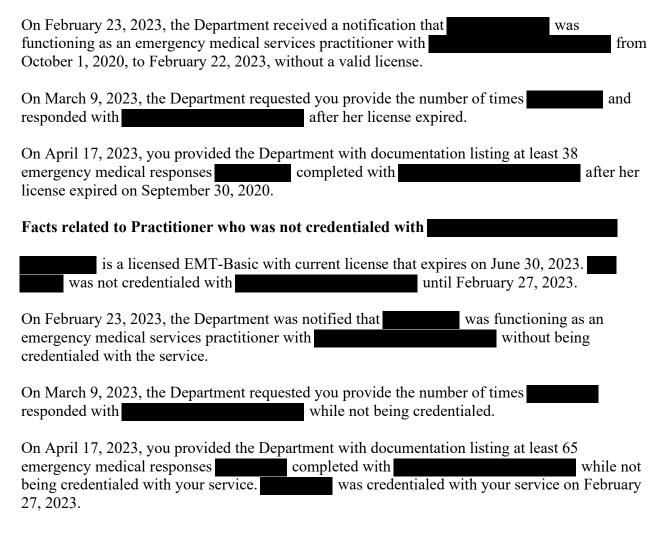
1 WEST WILSON STREET PO BOX 2659 MADISON WI 53701-2659

Telephone: 608-266-1251 Fax: 608-267-2832 TTY: 711 or 800-947-3529

Kirsten L. Johnson Secretary

> May 9, 2023 (Via E-Mail and Certified US Mail) Re: Letter of Warning to Dear Ms. The Department of Health Services (Department), Emergency Medical Services (EMS) Section, herby issues a letter of warning to you, , as service director , related to failure to ensure that 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 During 2020, you were the service director on record with the your role as a service director for you completed the 2020-2023 EMS Service Provider Renewal Application on September 15, 2020. On the 2020-2023 EMS Service Provider Renewal Application, you entered your initials in the box provided to indicate you agreed with the following statements: I understand that Wis. Admin. Code § DHS 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." Facts related to Practitioner practicing without a valid EMS License is an emergency medical practitioner credentialed with 's Emergency Medical Technician (EMT)-Basic license expired on September 30, 2020.

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## **Legal Authority for Department Action**

Under Wis. Admin Code DHS §110.55,

The department may issue a warning letter to a licensee, permit holder, or certificate holder if the department finds that the person has committed a minor, first-time violation of a requirement of this chapter or ch. 256, Stats., or a minor, first-time violation identified in s. DHS 110.54. The department shall retain a copy of the warning letter in the person's file and may consider it when determining what enforcement action is appropriate if the person commits subsequent violations...

Wis. Admin. Code DHS §110.48 states,

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

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- (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 professionals 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 §110.55, the Department will post a copy of summary of the letter of warning, which does not identify the recipient of the letter, on the Department's EMS website, will retain a copy of this letter of warning in your file, and may consider it in determining what further enforcement action may be appropriate if subsequent violations occur.

Pursuant to Wis. Admin. Code DHS § 110.55, the Department's issuance of this letter of warning is a final decision of the Department and is not subject to an administrative hearing.

If you need additional assistance, please contact me by phone at 608-267-7178 or via email at natalie.easterday@dhs.wisconsin.gov.

Sincerely,

Natalie Easterday

Natala Ger

Director

Office of Preparedness and Emergency Health Care

Wisconsin Department of Health Services