

EMS POLICY UPDATE PROCESS

Emergency Medical Care Committee

May 2026



Policy and Protocol Definitions



POLICY: A written set of rules, requirements, or principles applied to accomplish a course of action



PROTOCOL: Written directives and guidance used for patient treatment and disposition



How A Bill Becomes a Law

Established in Policy S-002 *Approval/Implementation of Emergency Medical Services Systems Standards, Policies, And Procedures*

Delineates pathway for policies and protocols

Sets the process for substantive language change and non-substantive updates

Establishes a 60-day implementation window

Requires July 1 implementation date for policies with workforce impacts

- Administrative or other non-operations level policies may be implemented as needed but include 60-day notice.

Non-Substantive Policy Update Process

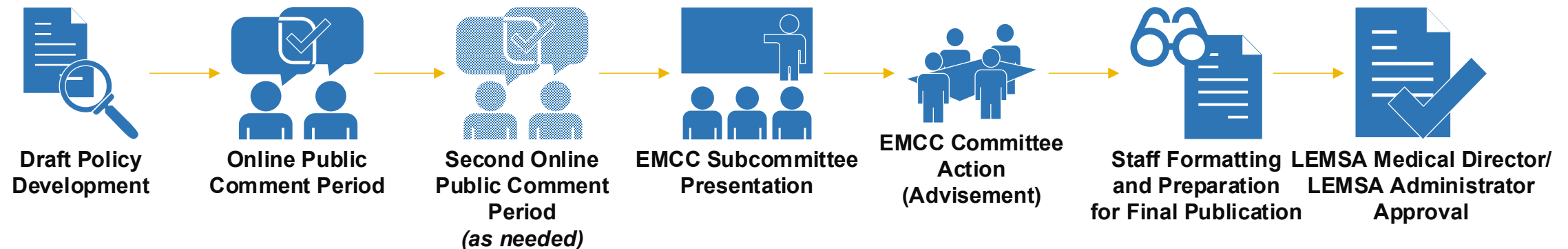


- Non-substantive policy change may include updates with new statutes, regulations, or other administrative alignments
 - Example: Regulation renumbering in 2025 required updates to approximately 70 documents
- Review by EMCC Subcommittee and system notification



Substantive Policy Change Process

- Substantive policy changes may include redrafts with significant changes or new policies for implementation
 - Examples include establishing new care systems or rewriting established policies to reflect new priorities



Policy Drafting

- Policy draft development may include the following:
 - Staff research
 - Consultation with internal and external experts
 - Needs assessments and stakeholder feedback
 - Workgroup review and comment
 - Policy recommendation or program proposal adoption

Public Comment, Notification, and Review

- Draft policies posted for public comment collection
 - Notification of public comment periods sent via email to the EMCC member and attendee mail group (~200 contacts) and the Public Comment Notification email list (~50 contacts)
 - Comments collected, reviewed, and categorized
 - Revisions made
 - If revisions are substantial, additional public comment periods may follow

EMS Office Policy Establishment



EMCC endorsement for final draft policies

Relevant EMCC subcommittee presentation and endorsement

- “Last look” comments or advice may be adopted without further public comment periods

Presentation for EMCC advisement



Final internal review and implementation notification

Public Comment Process Findings

- **Positives**
 - Public comment has informed meaningful changes prior to subcommittee engagement
 - Portal feedback allows EMS staff to recognize policy impacts on the workforce
 - All can participate

Public Comment Process Findings

- **Challenges**
 - Uneven participation among EMS system stakeholders
 - Technology can prevent equal access for all residents and stakeholders
 - Commenters can be displeased when feedback is not incorporated into draft policies

Policy Revision Process Obstacles

Policy update timeliness

Challenges getting well-rounded
feedback

Staff and stakeholder time
investment

Expectations for revision in
committee sessions

Public Comment Process Findings

- **Areas for Growth**

- What does EMCC appreciate about the current process?
- Are there opportunities for improvement?
- How does the order of public comments and online feedback function for subcommittee participants?
- How can consensus be built when stakeholders have differing perspectives?