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|  COUNTY OF SAN DIEGO EMERGENCY MEDICAL SERVICES | SYSTEMS | | S-060 |
| | ONLINE MEDICAL RECORDINGS AND MAINTENANCE | | |
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I. PURPOSE

To establish San Diego County EMS Office requirements for the recording and maintenance of online medical direction audio records sufficient to allow for medical control and continuing education.

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- II. AUTHORITY:** Health and Safety Code, Division 2.5, Section 1797.220, 1798.2, 1798.104, and 1798.105; Government Code, Section 34090.6; California Code of Regulations, Title 22, Division 9, 100097.01, 100096.02, and 100096.03.
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III. DEFINITIONS

San Diego County EMS Office (CoSD EMS): The designated Local EMS Agency (LEMSA) for the County of San Diego. LEMSAs function, as authorized in California Health and Safety Code, Division 2.5, Sections 1797 & 1798 *et seq.*, include providing medical oversight and assuring medical accountability through the planning, implementation, and evaluation of the emergency medical system within the LEMSAs' geographic boundaries.

EMS Clinician: Prehospital care personnel credentialed as Emergency Medical Technicians (EMTs), Advanced EMTs (AEMTs), Paramedics, or CoSD EMS-authorized Registered Nurses operating within the organized EMS delivery system and within established local and state scopes of practice.

IV. POLICY

- A.** All audio records maintained by CoSD EMS and related to online medical direction provided by a Base Hospital will be in compliance with this policy.
- B.** Base Hospital audio communication records related to online medical direction shall be retained by CoSD EMS for at least 100 days and any other applicable timeframe established by federal, state, CoSD EMS, San Diego County – Imperial County Regional Communications System, or other relevant quality management policies.

San Diego County Emergency Medical Services Office
Policy / Procedure / Protocol

- C.** All relevant audio communication records between the Base Hospital and EMS clinicians shall be maintained in a manner that supports medical control, quality management review, and informs the continuing education of EMS clinicians.
- D.** Quality Management records maintained by CoSD EMS, including relevant audio recordings, shall be managed in compliance with relevant County of San Diego record retention policy.
- E.** Audio recordings created by participating organizations are not regulated by this policy. The maintenance and management of any non-CoSD EMS entity using the online medical direction radio communication network shall be in compliance with all relevant statutes, regulations, rules, and policies.