Exhibit A

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JOB DESCRIPTION

Job Title: Emergency Medical Services Medical Director

Position Description:
Under *general direction* of the EMS Board, and EMS, Inc., the EMS, Inc. Medical Director (Medical Director) is responsible for the overall development, supervision and authorization of all out-of-hospital emergency care providers functioning within the Lincoln Emergency Medical Services System (System). These out-of-hospital providers function under the medical authorization of the Medical Director, and as such, under the physician license of the Medical Director. The position also assists with the provision of Medical Oversight and Quality Improvement (QI) programs, as well as the development and implementation of new policies and procedures in order to facilitate growth and advancement of the Lincoln EMS system. This is a part-time position and it is expected that 10-20 hours per month will be required to fulfill the goals and responsibilities of the position.

Reports To: **The EMS Board of Directors and EMS, Inc.**

Examples of Duties:

1. Development, with the assistance of the Lancaster County Medical Society's Medical Direction Board, of standardized medical care protocols to be employed by all field providers within the System.

2. Development, with the assistance of the Lancaster County Medical Society's Medical Direction Board, of standardized medical care protocols to be employed by EMS dispatchers within the System.

3. Provides medical oversight for all EMS System providers.

4. Assists with the implementation of Quality Improvement (QI) programs, including the establishment and enforcement of clinical care standards to be followed by all System providers and provider agencies.

5. Participates in medical audits including, but not limited to:
   a) Chart Reviews
   b) Continuing Medical Education programs
   c) Disciplinary proceedings

6. Review clinical implications of System Incident Reports and directs appropriate course of action. Keeps EMS, Inc. Board advised of incidents and recommended course of action.

7. Coordinates both On-Line and Off-Line Medical Direction with receiving facility physician staff.

8. Provides clinical supervision of ambulance Transport Provider and the Quick Response Teams.

9. Development, with the assistance of the Lancaster County Medical Society's Medical Direction Board, of standardized medical care protocols with other multi-jurisdictional EMS and political agencies.

10. Provides liaison with the Medical Direction Board of the Lancaster County Medical Society.

11. Provides liaison with the State Advanced Emergency Care Board.

12. Serves as resource to the EMS Board and EMS, Inc. regarding issues relative to the clinical and medical aspects of the provision of Emergency Medical Services.

13. Development and coordination, with the assistance of the Lancaster County Medical Society's Medical Direction Board, of research projects related to the delivery of out-of-hospital medical care.

14. Meet and understand all requirements of Title 172, Nebraska Administrative Code, Chapters 11, 12 and 13, Nebraska Health and Human Services System.

15. Performs other duties as assigned by the EMS Board and EMS, Inc.

EMPLOYMENT STANDARDS

1. Maintain current State of Nebraska physician licensure.
2. Board certified in Emergency Medicine or Board qualified in any specialty and experienced in the practice of emergency medicine.
3. Successful completion of a Medical Director Course from a nationally accredited agency. *(Preferred)*
4. Full-time experience as an emergency services physician. *(Preferred)*
5. Completion of State of Nebraska Medical Director's Course *(Preferred)*
6. Maintain membership with the Lancaster County Medical Society.

Essential Functions:

1. Thorough knowledge of the practice of emergency medicine.
2. Thorough knowledge of the general care procedures for the EMT-Paramedic.
3. Possess the ability to write effective, accurate written reports.
4. Possess outstanding organizational skills.
5. Working knowledge of EMS Systems design and Medical Oversight issues.
6. Ability to relate well and regularly meet with out-of-hospital EMS providers, other physicians, nurses, administrators, political leaders and the general public.

EXHIBIT B

ESTABLISHMENT AND IMPLEMENTATION OF STANDARDS

A. The MEDICAL DIRECTOR shall develop policies governing every part of the service affecting patient care including:

i) **Paramedic Authorization**
The MEDICAL DIRECTOR shall review and approve requirements for selection, training, possession of certifications, orientation, continuing education and testing for certification of medical communication specialists, paramedics and emergency medical technician intermediates. Such requirements are in addition to those required by the State of Nebraska, and at a minimum shall include those required in EMS, Inc. and the ALS contract between EMS, Inc. and its contracted provider(s). The MEDICAL DIRECTOR shall oversee, approve, and participate in the development and on-going refinements of the employees' orientation and internship processes.

ii) **Clinical Protocols.** Within thirty (30) days of execution of the Agreement, the MEDICAL DIRECTOR shall begin a comprehensive review of all medical and dispatch guidelines with EMS, Inc. and staff, including guidelines for pre-arrival instruction, priority dispatch, on-scene medical authority, disaster and triage plans, treatment/transport guidelines, destination guidelines, medical radio reports (BLS and ALS), and all other applicable medical guidelines. In conducting the review, the MEDICAL DIRECTOR shall take into consideration the results of medical audits, review of the medical literature, review of other high performance systems, current medical guidelines and input from EMS, Inc. and Lancaster County Medical Society Medical Direction Board. An annual comprehensive review shall be performed thereafter.

iii) **Equipment and Supplies.** The MEDICAL DIRECTOR shall approve an inspection and documentation procedure, including periodic updates, that shall be used by EMS, Inc. or its designee for inspecting the on-board medical equipment of all ambulances regulated by EMS, Inc. The MEDICAL DIRECTOR shall within 120 days of the execution of this contract cause a comprehensive review of all medical equipment and supplies used in the system for potential changes. A review shall then be performed at least annually thereafter. This equipment review may be conducted in conjunction with the protocol review and revision process.

iv) **Review of Clinical Performance**. The MEDICAL DIRECTOR shall establish procedures for routine reviews of EMS, Inc.'s contractor's field and communication clinical performance.

The MEDICAL DIRECTOR may also conduct in a timely manner special reviews in response to feedback from patients, families or the general public. The MEDICAL DIRECTOR may conduct a review when, in the MEDICAL DIRECTOR'S judgment, a review is in order and shall conduct or cause to be conducted a medical review upon request by:

(a) A physician involved with an incident or by a patient's personal physician;
(b) By EMS, Inc.;

(c) An emergency medical technician or paramedic in a case in which they were involved.

(d) By the State of Nebraska

The method and extent of the investigation employed during any given review shall be determined by the MEDICAL DIRECTOR; provided, however, that where the review is conducted in regard to an incident involving an apparent performance problem or deficiency which could be reasonably deemed dangerous to public health and safety, the MEDICAL DIRECTOR shall determine the course and extent of investigation after consultation with the Executive Director. In general, the purpose and tone of the medical review process shall be positive and educational.

(v) Such other standards as may be necessary to ensure reliable patient care.

B. The MEDICAL DIRECTOR shall seek input from the medical community regarding medical guidelines developed by the MEDICAL DIRECTOR for input and advice. While the MEDICAL DIRECTOR remains ultimately responsible for the medical guidelines and the direct responsibility for the performance of the paramedics and EMT-I's working in the EMS, Inc. system, it is the intent of this section that the MEDICAL DIRECTOR seek advice and input from the medical community via the Lancaster County Medical Society in an effort to gain consensus on medical guidelines.

C. The MEDICAL DIRECTOR shall when necessary vigorously defend EMS, Inc., paramedics, EMT-I's and medical communication specialists, administrators and all other personnel from misguided or inappropriate acts or comments by the public, other physicians, political bodies or agencies or any person or organization.

D. The MEDICAL DIRECTOR shall designate personnel in the handling of controlled substances. The MEDICAL DIRECTOR will establish operating procedures for the storage, handling, use, and disposal of all controlled substances, fluids and medications. All procedures will meet or exceed State requirements, and will be signed by the MEDICAL DIRECTOR. Further, the amount and types of controlled substances to be carried on an ambulance will be designated by the MEDICAL DIRECTOR.

E. The MEDICAL DIRECTOR shall oversee and approve the preceptor program including attendance at regular meetings and designation of personnel as preceptors (BLS or ALS).

F. The MEDICAL DIRECTOR shall serve as the physician of record and advisor for EMS, Inc.'s medical education programs.

G. The MEDICAL DIRECTOR shall periodically review and update the medical education curriculums offered by EMS, Inc., and further shall review and approve EMS, Inc.'s class records.

H. The MEDICAL DIRECTOR shall perform other duties as needed and mutually agreed to during the term of the Agreement.