



**Government of the
District of Columbia**



Department: *Department of Health*
Administration: *Health Emergency Preparedness and Response Administration*
Section: *Emergency Medical Services*
Policy Name: *Limited Reciprocity EMS Agency Program*
Policy Number: *2014-0025*
Effective Date: *July 15, 2014*

Approved By: *Dr. Brian Amy, Senior Deputy Director, HEPRA* 
Applies To: *All EMS Operational Agencies*
Purpose: *Define the procedure for Limited Reciprocity Applications for EMS Agencies, Vehicles and Providers*
Reference: *D.C. Official Code § 7-234.01 et seq. (EMS Act of 2008), Title 29 DC Municipal Regulations Section 524*
Revision: *Original*

Introduction

D.C. Official Code § 7-2341.03(a) provides that Except as otherwise provided in this chapter, no person or entity shall operate an emergency medical services agency in the District, whether public or private, for-profit or not-for-profit, without first having obtained a license from the Mayor to do so.

Further, DC Municipal Regulations (DCMR), Title 29, Sections 524.1, provides that the Director may grant limited reciprocity certifications of up to ninety (90) days to applicants for certification as Emergency Medical Services Agencies, emergency medical response vehicles, or emergency medical service providers if the applicant is certified in another jurisdiction and the Director determines that a limited reciprocity certification by the District is necessary to respond and protect the public health interest.

Limited certifications are typically utilized for special events or incidents, where additional EMS resources are needed, but only for the duration of the event/incident. This policy establishes the process for agencies seeking limited reciprocity certification to meet District requirements and mandates.

Agencies, vehicles and providers that apply for limited reciprocity certification through this process acknowledge that their agency, vehicles, and providers meet the minimum US Department of Transportation standards for an EMS service. Further, the agency, its vehicles, and providers are currently certified in a state that adheres to the US Department of Transportation standards for an EMS service.

Application for EMS Agency, Vehicles and Providers

For an agency and/or its vehicles to receive reciprocity certification in the District, DC-DOH EMS Form 2014-0025A should be completed and submitted to the District's EMS Officer. The top part of the form identifies the Agency seeking reciprocity, the name of the Medical Director, and the state in which the agency is currently licensed or certified. The second part of the document is used to identify any EMS response vehicles that will need to be certified for the limited time period. The third section of the form identifies the name of each EMS provider seeking reciprocity and his or her current state license or certification number. The Medical Director of the EMS Agency must sign the application.

Review and Issuance of Limited Reciprocity Certification for EMS Agency, Vehicles and Providers

Once the application is received, it will be reviewed by the Department of Health. During this review, the Department of Health may request additional clarifying information. If such information is requested, no action will be taken on the application until the information is received.

Upon review and approval of the application, the Department of Health will issue two documents to the requesting EMS agency. DC-DOH EMS Form 2014-0025B will identify the EMS Agency and its Medical Director, indicating the date the reciprocity certification expires. It will also contain a listing of the EMS Agency vehicles and the service level each has been authorized to provide in the District. It will contain the listing of individual EMS providers and the service level they are authorized to provide. All reciprocity certifications issued (Agency, Vehicle and Provider) will expire on the date specified on Form 2014-0025B. Unless otherwise stated in an addendum to DC-DOH EMS Form 2014-0025B, the EMS Agency and its providers will utilize their local protocols when providing care.

In addition to DC-DOH EMS Form 2014-0025B listed above, each EMS response vehicle will be issued a "Limited Reciprocity Certificate" (DC-DOH EMS Form 2014-0025C). This certificate should be located in the front cab of the vehicle and visible through the windshield. Each vehicle will receive its own certificate. Certificates are not transferable or interchangeable.

Limited Reciprocity Certification Expiration

Upon expiration of the limited reciprocity period, all certification documents should be accounted for and immediately destroyed by the Agency.