

**SAN JUAN COUNTY FIRE DISTRICT NO. 2  
ORCAS ISLAND FIRE & RESCUE**

**Resolution 2015-03**

**RESOLUTION AUTHORIZING EMERGENCY MEDICAL SERVICES  
AND ESTABLISHING SERVICE CHARGE**

**WHEREAS**, San Juan County Fire District No. 2 (the "District") is from time-to-time requested to respond to the scene of an emergency that requires the delivery of emergency medical services that may include basic life support services, advanced life support services, and ambulance transportation; and

**WHEREAS**, the District is authorized by statute to provide the required emergency medical services under such conditions as the Board of Commissioners of the District may prescribe (RCW 52.12.021); and

**WHEREAS**, pursuant to RCW 52.12.131, the District is authorized to establish reasonable fees to cover its costs in providing emergency medical services; and

**WHEREAS**, the Board of Commissioners of the District has reviewed the cost to the District of providing specific services and has determined reasonable charges for the use of equipment and personnel; and

**WHEREAS**, in establishing the reasonable charges, the District recognizes that residents and property owners in the District, through the payment of real property taxes directly or indirectly, already provide a portion of the funds required for the operation of the District and for the acquisition of District property and equipment; and

**WHEREAS**, the District desires to institute a policy to ensure consistency in billing and the collection of charges for emergency medical services.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of San Juan County Fire District No. 2 that the following policy is established:

1. **Credit for Residents and Property Owners.** Bona fide residents and property owners within the District shall be deemed to have paid that portion of the charges incurred that are not payable by third parties and insurers, including, but not limited to, any insurance or medical benefits of any nature available to such resident or property owner. Nonresidents and non-property owners shall not receive this credit and shall be required to pay all charges incurred.
  - 1.1 The term "bona fide residents" means persons who, at the time of receiving service, are residing within the District on a permanent or seasonal basis, i.e. minimum of three (3) consecutive months.
  - 1.2 In order to receive this credit, a patient who claims to be a bona fide resident or property owner is required to cooperate with the District by executing all necessary health information releases and assignments of benefits to enable the District to obtain payment from appropriate third parties and insurers. Patients may also be requested to provide the District with proof of residency

or property ownership. Such proof may include property tax statements, leases, voter registration cards, or other such documentation as determined at the sole discretion of the Fire Chief.

2. **Fee Schedule.** The Board of Fire Commissioners hereby adopts the reasonable fee schedule attached as Attachment A for providing such services, and directs that the recipients of such emergency services be billed for the services in the manner described in this resolution.
3. **Debt Collection.** The Board of Fire Commissioners hereby adopts the Debt Collection Policy attached hereto as Attachment B.
4. **Hardship.** The District reserves the right to waive any Transport Fee charge on a case-by-case basis if financial hardship is demonstrated by the patient.
5. **Collection Agency and Billing Agency Contracts.** Any billing and/or collection agency with whom the District contracts will be required to provide the District with regular reports on not less than a monthly basis listing the following information:
  - a. Patient by date of transport;
  - b. A/R report for each patient transport;
  - c. Money collected on behalf of each patient; and
  - d. Money paid by the collection agency to the District on each patient account.
6. **Effective Date.** This resolution shall take effect August 1, 2015.

**ADOPTED** by the Board of Commissioners of San Juan County Fire District No. 2 (Orcas Island Fire & Rescue), at a regular open public meeting of such Board on the \_\_\_\_\_ day of July, 2015, with the following Commissioners being present and voting.

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

ATTEST:

\_\_\_\_\_  
District Secretary

ATTACHMENT A

**SAN JUAN COUNTY FIRE DISTRICT NO. 2**

**ORCAS ISLAND FIRE & RESCUE**

**EMS Treatment and Transportation Cost Recovery**

**Fee Schedule**

<b>SCHEDULE</b>	<b>FEE</b>
<b>ALS Emergency Mileage</b>	\$ 28.60
<b>ALS 1 - Base Rate</b>	\$ 1500.00
<b>ALS 1 - Treat and Release</b>	\$ 1100.00
<b>ALS 2 - Base Rate</b>	\$ 1750.00
<b>ALS 2 – Treat and Release</b>	\$ 1400.00
<b>BLS - Emergency Mileage</b>	\$ 28.60
<b>BLS - Emergency Base Rate</b>	\$ 1350.00
<b>BLS - Emergency Treat and Release</b>	\$ 550.00
<b>BLS - Non-Emergency Base Rate</b>	\$ 1100.00
<b>BLS - Non-Emergency Treat and Release</b>	\$ 350.00
<b>Boat Transport Fee</b>	\$ N/A

**ATTACHMENT B**

**[DEBT COLLECTION POLICY]**

**SAN JUAN COUNTY FIRE DISTRICT NO. 2  
ORCAS ISLAND FIRE & RESCUE**

**DEBT COLLECTION POLICY**

RCW 52.12.131 authorizes fire protection districts to establish and collect reasonable charges for emergency medical services to reimburse the District for providing the services. The District has established an emergency medical service schedule of charges including a tax credit for District taxpayers. The Chief of the District is authorized and directed to collect the established charges in accordance with the following procedures:

**1. Resident and Property Owner Credit.** Consistent with District policy, District residents and property owners shall be deemed to have paid (through property taxes) that portion of the charges incurred that are not payable by third parties and insurers, and no collection efforts will be pursued against District taxpayers. For all other recipients of District services, when such billings are not paid, the Chief shall implement the following collection procedures.

**2. Billing.** The District or its agent shall issue a billing statement to the recipient of the services immediately after the services have been rendered.

**3. Collection.** For unpaid bills, a follow-up billing shall be sent 30 days later, and a third notification will be sent in another 30 days. In compliance with RCW 19.16.500, the debt may be assigned to a collection agency if it is not paid.

3.1 In the event it is determined that the charge cannot be collected through the above billing procedures, the Chief is authorized to refer the charge to a commercial collection agency or, if appropriate, to write the charge off as an uncollectible debt.