



## Monroe Livingston Region Program Agency

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To: All Agencies

From: Jeremy T. Cushman, MD, MS, EMT-P *J. Cushman*  
Regional Medical Director

Date: January 27, 2012

Re: Advisory 12-02: Epinephrine Auto-Injector Notification Process

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NYS DoH BEMS recently released [Policy Statement 11-08 Epinephrine Auto-Injectors \(epi-pen\)](#) to assist BLSFR agencies, Certified EMS agencies, and Children's Camps in understanding the notification and reporting processes for utilizing epinephrine auto-injectors under the provisions of Article 30, section 3003 of the Public Health Law authorizing the use of an epinephrine auto-injector (epi-pen).

Per the Policy Statement, any agency (BLSFR, BLS/ALS Transporting, or ALSFR) or children's camp wishing to purchase, acquire, possess, and utilize epi-pens must submit both an [Epinephrine Auto-Injector Notice of Intent \(DOH-4188\)](#) and an [Epi-Pen Collaborative Agreement](#) with the appropriate Regional Emergency Medical Services Council (REMSCO), who will then forward a copy of the NOI to NYS DoH Bureau of EMS (BEMS).

BEMS policy dictates that all agencies (BLSFR, BLS/ALS Transporting, ALSFR) and children's camp must report each epi-pen usage to the REMSCO within 48 hours of the epi-pen use. All epi-pen usages should be reported using the [MLREMS Epinephrine Auto-Injector Use Form](#).

As a reminder, [NYS Policy Statement 10-01](#) requires that epinephrine auto-injectors must be on all in-service transporting ambulances that do not already have the ability to administer epinephrine through ALS modalities at the time of interaction with the patient.

With the exception of the MLREMS Epinephrine Auto-Injector Use Form, all documents discussed within this advisory are attached below. The MLREMS Epinephrine Auto-Injector Use Form, as well as the others, can be found online by utilizing the links provided.

With any questions, please do not hesitate to contact the Regional Program Agency.



New York State  
Department of Health  
**Bureau of Emergency Medical Services**

**POLICY STATEMENT**

*Supersedes/Updates: 00-01 & 00-02*

**No. 11- 08**

**Date: October 6, 2011**

**Re: Epinephrine  
Auto-Injectors  
(epi-pen)**

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The purpose of this policy is to assist a children's camp or EMS agency in understanding the notification process for utilizing epinephrine auto-injectors under the provisions of Article 30, section 3003 of the Public Health Law authorizing the use of an epinephrine auto-injector (epi-pen). An epinephrine auto-injector program is designed to encourage greater acquisition, deployment and use of epinephrine auto-injectors at children's camps and EMS agencies around the State in an effort to reduce the number of deaths associated with anaphylaxis [hypersensitivity (as to foreign proteins or drugs) resulting from sensitization following prior contact with the causative agent].

At present, only New York State Department of Health Bureau of Emergency Medical Services (BEMS) certified ambulance services are required to have epinephrine auto-injectors and trained providers available when in-service. The exception to this rule is when the ambulance is staffed at the time of the call with an EMT –Critical Care or EMT-Paramedic authorized by the appropriate Regional Emergency Medical Advisory Committee (REMAC) to administer epinephrine via subcutaneous or intramuscular injection. All other recognized EMS agencies such as certified Advanced Life Support First Responder (ALSFR) agencies, Basic Life Support First Responder (BLSFR) agencies with a BEMS issued agency code and children's camps as defined by subpart 7-2 of the New York State Sanitary Code are strongly encouraged to participate in the epinephrine auto-injector program.

To be authorized to purchase, acquire, possess and use an epinephrine auto-injector under this statute, the entity is required to file a completed and signed Notice of Intent to Provide Epinephrine Auto-Injector (NOI) DOH-4188 and collaborative agreement with the appropriate Regional Emergency Medical Services Council (REMSCO) who will then forward a copy of the NOI to BEMS.

***There are no approvals or certifications issued by REMSCO/REMAC/BEMS***

**Epinephrine Auto-Injector Program Requirements**

**Original Notification Process**

To be authorized to purchase, acquire, possess and utilize an epinephrine auto-injector, the following steps must be completed:

- Identify a New York State licensed physician or New York State based hospital knowledgeable and experienced in emergency cardiac care to serve as Emergency Health Care Provider (EHCP) and participate in a collaborative agreement;
- Select and utilize the appropriate New York State Emergency Medical Services Council (SEMSCO)/BEMS **approved** epinephrine auto-injector training course curricula for epinephrine auto-injector providers. At present, the two (2) approved curricula are as follows (see attached):
  - NYS DOH BEMS EMT-Basic original curriculum (EMT/AEMT providers)
  - NYS DOH BEMS Training Program Outline for unlicensed/uncertified personnel (children's camp)
  - Other curricula as approved on a case to case basis by NYS DOH Bureau of Community Environmental Health & Food Protection
- Develop with the EHCP, a written collaborative agreement which must include, but not be limited to the following:
  - written policy and procedure for acquisition, storage, accounting, and proper disposal of used auto-injectors.
  - written policies and procedures for the training of authorized users;
  - written practice protocols for the use of the epinephrine auto injector;
  - a method of notifying the EHCP of the use of the epinephrine auto injector;
  - documentation of the use of the epinephrine auto injector;
- Provide written notice to the 911 public safety answering point (PSAP) or equivalent ambulance dispatch entity of the availability of epinephrine auto-injectors at your location

- File with the appropriate REMSCO a completed and signed original of the NOI along with a completed and signed original of the Collaborative Agreement
- File a new NOI and Collaborative Agreement with the REMSCO if the EHCP changes or with a change in content of the Collaborative Agreement

### **REMSCO Responsibility With Regard To Epinephrine Auto-Injector Programs**

Each REMSCO is responsible for receiving and maintaining notification and utilization documentation submitted by the epinephrine auto-injector program. The REMSCO shall develop and implement the following policies and procedures:

- Ensure that a copy of each original or updated NOI is forwarded to BEMS;
- Maintain the original of the NOI and the Collaborative Agreement;
- Collect utilization documentation and information;
- Provide detailed quarterly reports to BEMS regarding epinephrine auto-injector programs in the region, and;
- Develop Continuous Quality Improvement (CQI) participation, data submission and documentation requirements for participating entities.

### **Data Collection Requirements**

The following minimum data shall be developed and collected as a part of the REMSCO epinephrine auto-injector CQI process:

- Name of entity providing the epinephrine auto-injector;
- Date of incident;
- Time of Incident;
- Patient age;
- Patient gender;
- Number of epinephrine auto-injections administered to the patient;
- Name of the transporting ambulance service, and
- Patient status at time of transport

A copy of the data set shall be provided quarterly to BEMS by the REMSCO.

### **Reporting an Epinephrine Auto-Injector Use**

In the event that an epinephrine auto-injector is administered to a patient experiencing anaphylaxis, the entity must report the incident to their EHCP. While it is not required by Article 30 of Public Health Law (PHL), BEMS policy dictates that epinephrine auto-injector entities provide written notification to the REMSCO within 48 hours of the epinephrine auto-injector use. At a minimum, the following should be provided as part of this written notification:

- The name of the epinephrine auto-injector entity;
- Location of the incident;
- The date and time of the incident;
- The age and gender of the patient;
- The number of epinephrine auto-injectors administered to the patient;
- The name of the ambulance service that transported the patient, and
- The name of the hospital to which the patient was transported.

A copy of the above written notification shall also be provided to the EHCP.

In addition, Subpart 7-2 of the State Sanitary code requires children's camp operators to report in writing any epinephrine administration to the permit-issuing official within 24 hours of the administration.

### **Attachments**

1. EMT-Basic original curriculum Lesson 4-5 on Allergies
2. Training Program Outline for Unlicensed/Uncertified Personnel to Administer Epinephrine by Auto-Injector In Life Threatening Situations
3. REMSCO Listing

NEW YORK STATE DEPARTMENT OF HEALTH  
Bureau of Emergency Medical Services

Notice of Intent to Possess and Use  
Epinephrine Auto Injector

Name of Entity	Agency Code #	Business Phone ( ) - -
Mailing Address		Fax No. ( ) - -
City:	State:	
Zip:		
Primary County of Operation		

Type:  Ambulance Service     ALSFR Service     Overnight Camp     Summer Day Camp  
 Traveling Summer Day Camp     Other \_\_\_\_\_

If a camp check all that apply:     Camp Premises or Infirmary     Off-Site Trips/Events

Name of Emergency Health Care Provider (MD or Hospital)	Business Phone No. ( ) - -
If a Hospital Provide name of Contract	Fax No. ( ) - -
Address:	
City:	State:                      Zip:

Number of Trained Providers to Use Auto Injector in EMS service or camp:

Minimum Number of Injectors to be Maintained On-Site:  
Maximum Number of Injectors to be Maintained On-Site:

Authorizations:

Print Name of Service CEO or Camp Director	Date	Print EHC Provider (name)	Date
Signature		Signature	

Send this form and your Collaborative Agreement to the Regional EMS Council listed in the attachment.

**Epi Pen Collaborative Agreement Between  
Agency  
And  
EHCP/Physician Medical Director**

I

hereby agree to abide by the following terms and conditions consistent with § 3000-c of the Public Health Law (PHL) of the State of New York as amended by Chapter 578 of the Laws of 1999 for the provision of Epinephrine via Auto-Injector

The terms of the agreement are as follows:

- 1) The Agency and its trained personnel will operate under appropriate protocols for the use of epinephrine auto-injectors as promulgated by the New York State Department of Health.
- 2) The Agency will ensure that all persons designated to use an epinephrine auto-injector will successfully complete a training module following the training guidelines for the use of epinephrine for allergic reactions as developed by the New York State Department of Health.
- 3) The Agency's training officer and Medical Director will maintain a record of all training dates, a roster of those attending, refresher training dates, the curriculum followed and a subsequent list of those authorized to use epinephrine auto-injectors.
- 4) The Agency's training officer and the Medical Director will ensure that all authorized personnel complete refresher training on the use of epinephrine auto-injectors for allergic reactions at least annually.
- 5) Prior to the addition of epinephrine auto-injectors to the Agency's equipment, the agency's dispatch center will be notified that the Agency has the capability of providing epinephrine via auto-injector.
- 6) The Agency will ensure that all patients administered epinephrine in accordance with this agreement are transported without delay to a hospital emergency department for further care/evaluation.
- 7) The Agency will notify the Medical Director within 24 hours of the administration of an epinephrine auto-injector.
- 8) The Agency will ensure that the epinephrine auto-injectors are maintained, stored, accounted for and disposed of in accordance with New York State Department of Health Policy.
- 9) The Agency and the Medical Director will file a new copy of this agreement any time there is a change or amendment to said agreement. The Agency will file a new

agreement with the regional council within five business days of a change in the Medical Director. Additionally, the Medical Director will notify the regional council in writing upon termination of this agreement with said Agency.

Agreed to and signed,

For the Agency:

\_\_\_\_\_  
Printed Name of Chief Officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Chief Officer

\_\_\_\_\_  
Date

For The EHCP/Physician Medical Director:

\_\_\_\_\_  
Hospital Name (if applicable)

\_\_\_\_\_  
Printed Name of Physician

\_\_\_\_\_  
NYS License Number

\_\_\_\_\_  
Physician Signature

\_\_\_\_\_  
Date



  
New York State  
Department of Health  
Bureau of Emergency Medical Services

**POLICY STATEMENT**

*Supercedes/Updates:* NEW

**No. 10 - 01**

**Date: January 4, 2010**

**Re: Defibrillators and  
Epinephrine  
Requirements**

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At their December 2009 meetings, the New York State Emergency Medical Services Council (SEMSCO) and the State Medical Advisory Committee (SEMAC) voted to amend Title 10 of the New York Codes, Rules and Regulations – Part 800 to require that all patients transported by EMS in the State of New York, have access to certain life saving equipment. The amendment will require that all in service ambulances be equipped with defibrillators and epinephrine.

During the regulatory approval process, the SEMSCO and SEMAC are strongly encouraging all ambulance agencies to comply with the following:

1. All in-service transporting ambulances must have the ability to defibrillate patients of all age groups.

*This requirement may be met with either an Automated External Defibrillator (AED) or through Advanced Life Support (ALS) treatment modalities, manual defibrillation.*

2. Epinephrine auto-injectors must be on all in-service transporting ambulances that do not already have the ability to administer epinephrine through ALS modalities at the time of interaction with the patient.

*This requirement is for adult **and** pediatric patients. It may be met by stocking both adult and pediatric epinephrine auto-injectors that are carried on the ambulance or through the use of ALS modalities that are already in-place on the ambulance. The storage and safe guarding must be maintained in compliance with BEMS policy statement 09-11 entitled, "Storage and safe guarding of medications administered by the EMT-Bs".*

*Every agency that utilizes auto injectors must be in compliance with policy statement 00-01 Use of Epinephrine Auto Injectors by EMS Agencies.*

<http://www.health.state.ny.us/nysdoh/ems/policy/09-11.htm>  
<http://www.health.state.ny.us/nysdoh/ems/pdf/00-01.pdf>

This policy for providing defibrillation and epinephrine administration capabilities will take effect on May 1, 2010. However, all EMS agencies are encouraged to implement this policy prior to May 1, 2010. The intent of this policy statement is to promote rapid initiation of defibrillation and epinephrine to those patients who are in need of these life saving modalities.