



Fire Marshal/Chief of EMS

**Alfredo A. Montoya**

Deputy Fire Marshal

**Delilah N. Jaramillo**

# *Rio Arriba County*

## *Fire & Emergency Services*

### COMMISSIONERS

**James J. Martinez**  
Chairman, District I

**Christine Bustos**  
District II

**Moises Morales**  
District III

### COUNTY MANAGER

**Lucia F. Sanchez**

### DEPUTY MANAGER

**Matthew Casados.**

July 11, 2022

Re: Request for quotes for Rio Arriba County Fire & Emergency Services Medical Director.

---

Rio Arriba County Fire & Emergency Services is seeking quotes for a Medical Director for our Fire & EMS Districts and EMS providers. Below is a scope of work. Please respond via e mail no later than 3pm on July 25, 2022. Please send estimates to [aamontoya@rio-arriba.org](mailto:aamontoya@rio-arriba.org).

#### **Scope of Services:**

Medical Director shall provide the following services described below.

- Serve as designated Emergency Medical Services Medical Director pursuant to Regulations Governing Certification and Licensure of EMS Personnel, 7 NMAC 27.2 and Regulations Governing Medical Direction for EMS, 7 NMAC 27.3.
- Perform services as Medical Director for Emergency Medical Services in Rio Arriba County.
- Provide medical control pursuant to NMSA 1978 24-IOB-3(R) and 24-IOB-3 (S) and 7 NMAC 27.3. In so doing, Contractor hereby states that Contractor is familiar with the laws and regulations affecting EMS and the practice of EMT's, the training and continuing education requirements of EMT's, and methods of quality assurance for pre-hospital EMS services.
- Approve the level of EMS at which each of the Rio Arriba County EMT's may practice, based upon that person's level of state certification or licensure and the professional medical opinion of Contractor.
- Assist in the development, revision and implementation of protocols for all levels of EMS providers, and review of protocols at least annually.
- Review and approve the training standards of the Rio Arriba County EMS, to review and approve continuing education, and to assist in the training of personnel as necessary.
- Provide regular advice to the EMS Chief.
- Establish and monitor EMS provider performance standards for personnel in the service.

- Establish and monitor the training standards of the services for initial and continuing medical education. Provide, as appropriate, educational sessions for EMS personnel as mutually agreed upon by Contractor and the service.
- Review, revise, implement and sign written EMS protocols for the service. Protocols will be reviewed annually.
- Review Pharmaceutical usage and recommend changes to pharmaceutical program as needed.
- Conduct a Continuous Quality Improvement Program for the Rio Arriba County EMS as applicable, to include:
  - Data collection
  - Ongoing evaluation of patient care, through in-field observation, retrospective chart reviews and on-site evaluation.
  - Investigation and resolution of medically related complaints
  - Taking remedial or disciplinary actions as appropriate.
- Development of a written procedure on the method by which medical control of an individual EMS provider may be modified or withdrawn.
- Regular review of system compliance with federal, state and local laws and regulations.
- Assist in program development, identifying and obtaining new resources and writing grant proposals.
- Represent Rio Arriba County EMS on regional councils and boards as available and when necessary.

**Contractor's Qualifications:**

The Medical Director must possess the following qualifications:

- Licensed to practice medicine in the State of New Mexico.
- Current experience and knowledge in emergency medical services and the care of patients who are acutely ill or traumatized.
- Current experience and knowledge of the laws and regulations affecting local EMS services, the practice of EMT's, the training and continuing education requirements of field personnel, and the methods of quality assurance of pre-hospital care and related standards of care.

Respectfully,

Alfredo Montoya, Fire Marshal

