



Health Services
LOS ANGELES COUNTY



**EMERGENCY MEDICAL
SERVICES AGENCY**
LOS ANGELES COUNTY



**MEDICAL DIRECTOR II (UNCLASSIFIED),
EMERGENCY MEDICAL SERVICES (EMS) AGENCY**

Functional Title:

Emergency Medical Services (EMS) Medical Director

Filing Period Begins:

June 5, 2023

Annual Salary:

\$358,080 - \$480,024 (Range E26)

The successful candidate may be appointed to any salary within the Range, depending upon qualifications.

The recruitment will remain open until the needs of the Department are met.

ABOUT LOS ANGELES COUNTY DEPARTMENT OF HEALTH SERVICES

The Los Angeles County Department of Health Services (DHS) is the second largest municipal health system in the nation. Through its integrated system of 25 health centers and four hospitals - and expanded network of community partner clinics – DHS annually provides direct care for 600,000 unique patients, employs over 23,000 staff, and has an annual budget of over \$6.9 billion. For additional information regarding DHS please visit www.dhs.lacounty.gov.

Through academic affiliations with the University of California, Los Angeles (UCLA), the University of Southern California (USC), and the Charles R. Drew University of Medicine and Sciences (CDU), DHS hospitals are training sites for physicians completing their Graduate Medical Education in nearly every medical specialty and subspecialty. In addition to its direct clinical services, DHS also runs the Emergency Medical Services (EMS) Agency and the County's 911 emergency response system, as well as Housing for Health and the Office of Diversion and Re-entry, each with a critical role in connecting vulnerable populations, including those released from correctional and institutional settings to supportive housing.

EMERGENCY MEDICAL SERVICES (EMS) AGENCY

The Los Angeles County Emergency Medical Services Agency serves as the lead agency for the emergency medical services system in the County and is responsible for coordinating all system participants in its jurisdiction, encompassing both public and private sectors. In California, counties have been given the primary responsibility for assuring that EMS systems are developed and implemented and for designating a local EMS agency.

The EMS Agency is responsible for planning, implementing, monitoring, and evaluating the local EMS system. This includes establishing policies, addressing the financial aspects of system operation, and making provisions for collection, analysis, and dissemination of EMS related data. In addition, the EMS Agency is responsible for establishing operational policies and procedures; designating EMS base hospitals and specialty care centers, such as trauma centers; developing guidelines, standards and protocols for patient treatment and transfer; implementing a pre-hospital ALS program; certifying and accrediting pre-hospital medical care personnel; and approving EMS personnel training programs.

Los Angeles County has one of the largest EMS systems in the nation and, as one of the first to be developed, is known nationally and worldwide as a leader in the field of pre-hospital care. The system utilizes over 18,000 certified EMS personnel employed by fire departments, law enforcement, ambulance companies, hospitals, and private organizations to provide lifesaving care to those in need 24 hours a day, seven days a week.



POSITION OVERVIEW

This position is unclassified (at-will) and serves as the Chief Medical Officer for the EMS system in Los Angeles County, as required by the Health and Safety Code Division 2.5, Section 1797.202. The Los Angeles County EMS system is one of the largest in the United States and spans over 4,000 square miles with a population of over 10 million with over 650,000 9-1-1 transports for medical and traumatic emergencies per year. This position ensures evidence-based best practice for prehospital medical care providers. With the Director of the EMS Agency, this position participates in the planning, development, coordination, research, evaluation, and monitoring of the County's emergency medical services system to improve the medical care provided to all residents of the County.

The EMS Medical Director supervises medical care in a complex system which integrates prehospital care (paramedic and emergency medical technician (EMT) practice) with specialty care services in over 70 hospitals, serving 88 cities and the unincorporated areas of the County. This entails the formulation of all policies and protocols for delivery of emergency medical care by the over 8,000 Basic Life Support and over 4,200 Advanced Life Support (EMT or paramedic) prehospital providers in over 50 EMS provider agencies within Los Angeles County. The EMS Medical Director provides medical oversight for data management, communications, designation of specialty services at health facilities, public information, education, emergency dispatch, disaster planning and response, and EMS research. This position also provides oversight of the 50 EMS provider agency medical directors.

This position is responsible for oversight of EMS personnel (i.e., EMT, paramedic accreditation and Mobile Intensive Care Nurse), certification and discipline, and ensuring sound educational practices for initial and continuing training of this personnel.

The EMS Medical Director consults with other County Departments, private agencies, Federal, State, and local governments to develop multi-disciplinary and multi-agency approaches to the provision of emergency medical care services. The EMS Medical Director provides representation for the County and County interests in all Federal, State, County, and City programs, including liaison with the State EMS Authority, and represents the EMS Agency at EMS related conferences. In addition to the EMS medical oversight, this position represents the EMS Agency in Executive Peer Review, Hospital Association of Southern California, Clinical Operations/Chief Medical Officer meetings, and the EMS Medical Directors Association of California. This position directs or provides medical input for all advisory committees for the EMS Agency, including the Medical Advisory Council, Pediatric Advisory Committee, Trauma Hospital Advisory Committee, EMS Provider and Base Hospital Quality Improvement (QI) Committee, Provider Agency Advisory Committee, and Base Hospital and Public Provider QI Committee.



EXAMPLES OF DUTIES

- Provides medical oversight of all EMS Agency functions based on extensive knowledge of emergency medical services systems, locally, regionally, and nationally.
- Maintains awareness in current best medical practices for patients' categories from: pediatric to elderly, psychiatric, substance abuse disorders, trauma, cardiac, stroke, chronic illness, and patients with complex social circumstances to ensure the protocols used by prehospital care providers meet the standard of care.
- Creates and reviews policies, procedures, and protocols, utilized by fire, police, dispatch, and hospitals to ensure the highest quality, evidence-based care is provided to the citizens of Los Angeles County.
- Reviews plans for hospital specialty designation and assures appropriate medical triage and destination for patients within the EMS system: Trauma Centers (TC), ST Elevation Myocardial Infarction (STEMI), STEMI Receiving Centers (SRC), Emergency Departments Approved for Pediatrics (EDAP), Pediatric Medical Centers (PMC), Primary Stroke Centers (PSC), Comprehensive Stroke Centers (CSC), Perinatal Centers, Burn Centers, and Sexual Assault Response Team (SART) centers.
- Reviews data and coordinates committees to ensure the quality and efficacy of prehospital care and specialty care within the County of Los Angeles.
- Meets with senior Department of Health Services (DHS) medical directors and staff to plan and evaluate programs and strategies to ensure the EMS Agency is prepared for future changes in the system regulations, technology, healthcare, and County business practices.
- Coordinates personnel functions for direct reports and works with other top management in the EMS Agency.
- Oversees and issues certification and discipline of emergency medical technicians (EMT) within the system based on State of California Health and Safety Code Division 2.5, and the State of California Title 22, Division 9: Prehospital Emergency Medical Services.
- Works with the State EMS Authority, Emergency Medical Services Medical Directors of California to evaluate latest advances in prehospital medical care as well as proposed legislation and regulations that affect the provision of medical care in the prehospital setting.
- Represents the EMS Agency in emergency medical care related discussions and meeting with the DHS Administration, the Board of Supervisors' and their Health Deputy at briefings and board agenda review meetings.
- Represents the EMS Agency in all meetings with DHS medical officers, as well as other county level meetings which impact prehospital care delivery or coordination.
- Chairs the Medical Advisory Council (Composed of physicians working for hospitals and fire departments within the EMS system) and represents the Los Angeles County EMS Agency in all meetings related to agency function including: Pediatric Advisory Committee, Base Hospital Advisory Committee, Provider Agency Advisory Committee, Trauma Hospital Advisory Committee, and the EMS Commission.
- Provides on-call support to the Medical Alert Center (MAC) for medical related issues within the county and provides medical leadership for the Medical Coordination Center (MCC).
- Reviews current medical literature and available information.
- Consults with experts from information technology, emergency medicine, cardiac and stroke medicine, trauma medicine, prehospital care service delivery, system design, nursing, public health, mental health, and finance to ensure that decisions for program development, scope of

practice, pilot studies, and future planning will not jeopardize the County, are reasonable, cost effective, good for patient care, and driven by data.

- Consults with EMS stakeholders, national organizations (e.g., American Heart Association, American College of Surgeons, The Joint Commission, American College of Emergency Physicians, American Academy of Pediatrics, American Board of Emergency Medicine, and National Association of EMS Physicians), and state and Federal agencies (e.g., National Association of State EMS Medical Directors, National Highway Traffic Safety Administration, Department of Transportation, Centers for Disease Control and Prevention, EMS for Children Program, etc.) to ensure state-of-the-art policies and protocols within the County of Los Angeles.
- Represents the EMS Agency in regional and national meetings and conferences.
- Plans, collaborates, and implements prehospital/EMS research projects. Reviews research findings and evaluates potential for implementation and publishes results to enhance prehospital care nationwide.
- Reviews and determines if proposed research projects will be implemented in the County.
- Coordinates and consults with researchers who have projects within the County's EMS system.
- Approves any pilot projects presented by various medical directors of fire departments and/or ambulance companies.
- Approves optional medical programs within the County such as, law enforcement use of Automatic Defibrillators, Naloxone, and tourniquets.
- Maintains an academic appointment through excellence in leadership, education, and scholarly work/research.
- Interfaces with other EMS-related professional organizations including: American College of

Emergency Physicians (EMS Section), the National Association of EMS Physicians, and the Federal EMS for Children Program to gain knowledge of programmatic or medical advances that could be brought to the EMS Agency to enhance our system of care.

- Provides local, regional, and national leadership in EMS. Participates as a leader in the EMS Medical Directors Association of California as well as with the National Association of EMS Physicians, the American College of Emergency Physicians, and the American Board of Emergency Medicine (liaison to EMS Examination Committee).
- Consults with the Director of the EMS Agency on projects and proposals for new technology and data systems and requests, such as American Heart Association database and requests from researchers.
- Provides on-call medical oversight for the Medical Alert Center (MAC) to consult with staff and physicians on complex issues involving transfers of patients into the DHS hospitals.
- Provides direction and education for policy changes or follow up for problems transfers into the DHS hospitals.
- Provides medical oversight for the Medical Coordination Center (MCC) which is operational during large scale medical events and disasters.
- Acts as resource and decision maker for conflicts between hospitals and providers that frequently arise during the patient transfer process.
- Participates in mass casualty simulations as well as MAC disaster exercises.
- Provides academic oversight and serves as advisor for all physician level staff at the EMS Agency including the Chief Physician II (Assistant Medical Director), Senior Physician (Medical Director of Paramedic Training Institute), Senior Physician (Education and Innovation),

Physician Specialist (Data and Quality), and the Supervisor of Residents, MD.

- Works clinically in the emergency department at Harbor-UCLA Medical Center where they oversee the training of medical students, interns, residents, and fellows.
- Provides direct medical oversight for EMS providers via the radio and in the field through ride-alongs.

The preceding statements reflect the general duties and responsibilities of the position and are not considered a detailed description of all work requirements that may be inherent in the job or required for the effective discharge of the position's responsibilities.

QUALIFYING EXPERIENCE & EDUCATION

Board Certification in Emergency Medicine and Board Eligible/Certified in EMS **AND** Five (5) years of medical administrative experience in emergency medicine working in an emergency department or with responsibility for EMS oversight at the level of a Chief Physician II.

LICENSE REQUIREMENTS:

A California State Physician and Surgeon's Certificate authorized by the Board of Medical Examiners of the State of California.

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job related essential functions.

PHYSICAL CLASS:

2 – Light

DESIRABLE QUALIFICATIONS

- Incident Command Training to include IS 100 (Introduction to the Incident Command System), IS 200 (Basic Incident Command System for Initial Response), IS 700 (An Introduction to the National Incident Management System) and IS

800 (National Response Framework, An Introduction).

- Experience in directing multiple medical programs/services that serve diverse patient populations and demographic profiles.
- Experience with organizational change and strategic planning.
- Experience in working with administration to develop and implement problem-solving strategies that are consistent with the overall goals of the Department and the County.
- Experience interacting with public officials, professional personnel, employee unions, advocacy groups, external organizations, and the general public.
- Experience in providing technical assistance or leadership in analyzing and developing policy and procedures for contracting agencies.
- Strong research, analytical and organizational skills.
- Strong leadership and interpersonal skills including motivating, team building, communicating, mobilizing partnerships, and integrating multiple program activities.

COMPENSATION & BENEFITS

ANNUAL SALARY: \$358,080- \$480,024 (Range E26)

The successful candidate may be appointed to any salary within the range, depending on qualifications.

Benefits: The County of Los Angeles provides an excellent benefit package that allows employees to choose benefits that meet their specific needs. The package includes:

- **Retirement Plan** – The successful candidate will participate in a defined benefit plan.

•**Cafeteria Benefit Plan** – Benefits may be purchased from the MegaFlex Cafeteria Benefit Plan using a tax-free County contribution of an additional 14.5% to 17% of the employee’s monthly salary.

•**Flexible Spending Accounts** – In addition to tax free medical and dependent care spending accounts, the County contributes \$75 per month to the Dependent Care Spending Account.

•**Savings Plan (401k)** – Optional tax-deferred income plan that may include a County matching contribution up to 4% of employee’s salary.

•**Deferred Compensation Plan (457)** – Optional tax income plan that may include a County matching contribution up to 4% of employee’s salary.

•**Non-Elective Days** – 10 paid days per year with the option to buy elective annual leave days. Annual leave can be used for vacation sick, or personal leave.

•**Holidays** – 13 paid days per year.

SELECTION PROCESS

Each candidate's background will be evaluated on the basis of information submitted at the time of application to determine the level and scope of the candidate's preparation for this position. The resume should include any additional information which the candidate wishes considered. Only the most qualified candidates, as determined by the screening process, will be invited to participate in the selection process. The names of the most highly qualified candidates will be submitted for consideration.

NOTE: Appointment to this position is contingent upon the satisfactory completion of background and reference checks.

HOW TO APPLY

Qualified candidates are invited to submit a statement of interest and resume. The statement of interest should detail of special qualifications and a record of accomplishments. Resumes must include the following:

1. Names of schools, colleges, or universities attended, dates attended, and degrees earned with field(s) of study. Please enclose copies of degree(s), licenses, and certificates together with the resume.
2. For each organization and program managed please include:
 - The name of each employer, titles held, and dates of employment.
 - Size of organization and budget information for programs managed.
 - Number of and composition of personnel supervised.
 - Scope of management responsibilities and functions managed.
3. Sufficient information to determine if candidate experience meets the Qualifying Education & Experience Requirements sections of this recruitment announcement.

All submitted information will be reviewed and evaluated as received. Please email your statement of interest and resume materials to:

Christina Roy, Exam Analyst
Department of Health Services
Recruitment & Examinations Office
5701 S. Eastern Avenue, 4th Floor, Suite 400
Commerce, CA 90040
E-mail: croy@dhs.lacounty.gov

Pursuant to State and federal requirements, we are requesting that you voluntarily provide the following information: (1) your race/ethnicity and (2) your gender. This information should be on a separate piece of paper (without your name) attached to your resume. This page will be removed from your resume when it is received, kept confidential, and utilized solely for required statistical purposes.

SPECIAL INFORMATION

COVID-19 VACCINATION:

All Department of Health Services workforce members must be fully vaccinated against COVID 19 as a condition of employment. Successful candidates for this position will be required to

submit proof of vaccination against COVID-19 or request an exemption for qualifying medical or religious reasons during the onboarding process. Candidates should not present proof of vaccination until instructed to do so by the hiring department.

It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons regardless of race, religion, sex, national origin, age, sexual orientation, or disability. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation may call the ADA Coordinator at:

(323) 914-7111-ADA Coordinator-Voice
(800) 735-2922- California Relay Services

Any applicant for county employment who has been convicted of worker's compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110).

SOCIAL SECURITY ACT OF 2004

Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement.

For more information on Social Security and about each provision, you may visit the website www.socialsecurity.gov, or call toll free (800) 772-1213. Persons who are deaf or hard of hearing may call the TTY number (800)325-0778 or contact a local Social Security office.

EMPLOYMENT ELIGIBILITY INFORMATION

Final employment is contingent upon verification of U.S. Citizenship or the right to work in the

United States. Immigration law provides that all persons hired after November 6, 1986, are required to present original documents to the County, within three (3) business days of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

This announcement may be downloaded from the County of Los Angeles websites at:
<http://www.dhs.lacounty.gov> or <http://hr.lacounty.gov>
The County of Los Angeles is an Active Equal Opportunity Employer