Background
In the past few years, emergency medical services (EMS) providers have periodically been unable to comply with minimum supply requirements for certain drugs due to national or regional shortages of these agents. The intent of this guidance document is to inform EMS providers how the Bureau of Emergency Medical Services and Trauma System (Bureau) will accommodate an EMS provider who, despite efforts to locate and obtain a required agent, formulation, concentration, or delivery vehicle, is unable to meet the minimum supply requirements.

Process
Arizona Administrative Code (A.A.C.) Title 9, Chapter 25, Article 5, Table 1 establishes the agents and minimum supplies that an EMS provider or base hospital must furnish for use by an emergency medical technician (EMT). The Bureau is aware that some of the agents required in Table 1 may periodically be unavailable for purchase due to a national or regional shortage.

When an EMS provider or base hospital does not have, and is unable to obtain, the minimum supply of an agent, the EMS provider or base hospital must submit to the Bureau the documentation specified below. The Bureau will review the method proposed by the EMS provider to address the shortage to ensure that the health and safety of the public is protected. If the request meets those standards, the Bureau will not cite the deficiency for 90 days after the Bureau receives the documentation. If, after 90 days, the EMS provider remains unable to obtain the minimum supply of the agent, the EMS provider must submit to the Bureau the documentation specified below, reflecting new efforts to obtain the agent.

During an inspection, an EMS provider must provide the inspector with a copy of the Bureau's response to the submitted documentation specified below if the EMS provider or base hospital does not meet the minimum supply requirements of any agent in Table 1. The documentation specified below will not be accepted retroactively after a citation, but the EMS provider may submit it to the Bureau to prevent further citations if the EMS provider cannot obtain the required minimum supply of the agent.

Documentation of good-faith effort to obtain a required agent:
The documentation must contain the following:
1. Contact information, including date of contact, for three sources through which the EMS provider or base hospital attempted to obtain the agent. The sources can be distributors, other health care providers, or any other reseller that could reasonably be expected to be able to sell agents to the EMS provider or base hospital.
2. Instructions issued to EMTs indicating an alternative agent, formulation, concentration, or delivery vehicle to be used in place of the agent.
3. Description of training provided to EMTs about administering the alternative agent, formulation, concentration, or delivery vehicle to avoid medication errors.
4. Attestation statement: “I attest that I have made a good-faith effort to obtain [name of agent] from the sources described herein for use by [EMS provider], but was unable to obtain the minimum supply required in rule. I issued the instructions and training described herein to EMTs on alternative administration methods during the shortage.
5. Printed and dated name and signature of the administrative medical director.

Submit the documentation to Deputy Bureau Chief Ithan Yanovsky. The signature may be electronic. Documentation also may be received by facsimile.