



## Ground Ambulance Certificate of Necessity (CON) Program

To operate a ground ambulance service in Arizona, an application must be filed with the Department of Health Services, Bureau of Emergency Medical Services & Trauma System (“Bureau”), and a Certificate of Necessity (CON) granted by the Director.

The CON describes the service area, level of service, type of service, hours of operation, response times, effective date, expiration date, legal name and address of the ambulance service, and any limiting or special provisions the Director prescribes. The ground ambulance service must adhere to the restrictions of the CON and operate in accordance to the statutes and rules by which it is governed. Click on these links for [statutes](#) and [ground ambulance rules](#).

The Bureau offers a packet which provides detailed application information for a Certificate of Necessity (CON) in the State of Arizona. It can be obtained by writing to the Bureau of Emergency Medical Services and Trauma System, Ambulance Services Section, 150 North 18th Avenue, Suite 540, Phoenix, Arizona 85007.

Questions concerning CON can be answered by calling Aaron Sams, MBA CON & Ambulance Rates Manager, at (602) 364-3167 or [via email](#). Information regarding current certificates in the state can also be obtained using the same address and phone number.

To apply for an initial Ground Ambulance Certificate of Necessity, the following must be submitted; for specific details on requirements see [R9-25-902](#) starting on page 46.

1. Application for Ground Ambulance Service Certificate of Necessity
2. The following information:
  - a. Where the ground ambulance vehicles are located within the applicant's proposed service area.
  - b. A statement of the proposed general public rates.
  - c. A statement of the proposed charges.
  - d. The applicant's proposed response times, response codes, and response-time tolerances for each scene locality in the proposed service area.
  - e. A plan to provide temporary ground ambulance service to the proposed service area for a limited time when the applicant is unable to provide ground ambulance service to the proposed service area.
  - f. Whether a ground ambulance service currently operates in all or part of the proposed service area and if so, where.

g. Whether an applicant or a designated manager:

- \* Has ever been convicted of a felony or a misdemeanor involving moral turpitude.

- \* Has ever had a license or certificate of necessity for a ground ambulance service suspended or revoked by any state or political subdivision.

- \* Has ever operated a ground ambulance service without the required certification or licensure in this or any other state.

3. A description of the proposed service area by any method specified in A.R.S. § 36-2233(E) and a map that illustrates the proposed service area.

4. A projected Ambulance Revenue and Cost Report.

5. The financing agreement for all capital acquisitions exceeding \$5,000.

6. The source and amount of funding for cash flow from the date the ground ambulance service commences operations until the date cash flow covers monthly expenses.

7. Any proposed ground ambulance service contract under A.R.S. §§ 36-2232(A)(1) and 36-2234(K).

8. The information and documents specified in R9-25-1101, if the applicant is requesting to establish general public rates.

9. Any subscription service contract under A.R.S. §§ 36-2232(A)(1) and 36-2237(B).

10. A certificate of insurance or documentation of self-insurance required in A.R.S. § 36-2237(A) and R9-25-909.

11. A surety bond if required under A.R.S. § 36-2237(B).

12. The applicant's and designated manager's resume or other description of experience and qualification to operate a ground ambulance service.

13. For provision of ALS:

- a. A current written contract for ALS medical direction.

- b. Proof of professional liability insurance for ALS personnel required in R9-25-909(A)(1)(b).

14. A NON-REFUNDABLE \$100 application filing fee for an initial certificate of necessity (A.R.S. § 36-2240.1).

# Renewal of Ground Ambulance Service CON

To apply for renewal of a Ground Ambulance Certificate of Necessity, the following must be submitted; for specific details on requirements see [R9-25-902](#) starting on page 46

1. Application for Ground Ambulance Service Certificate of Necessity Renewal
2. Proof of continuous insurance coverage or a statement of continuing self-insurance, including a copy of the current certificate of insurance or current statement of self-insurance required in R9-25-909;
3. Proof of continued coverage by a surety bond if required under A.R.S. § 36-2237(B);
4. A copy of the list of current charges required in R9-25-1109;
5. An affirmation that the certificate holder has and is continuing to meet the conditions of the certificate of necessity, including assessing only those rates and charges approved and set by the Director; and
6. A NON-REFUNDABLE \$50 application filing fee (A.R.S. § 36-2240.2)

Douglas A. Ducey | Governor    Cara M. Christ, MD, MS | Director