

	MARSING AMBULANCE EMS DISTRICT POLICY & PROCEDURES	Effective Date: 7/18/2025
TITLE: Medical Billing		Revision Date:
APPROVAL:		
 Chairman	 EMS Chief	

PURPOSE:

Marsing Ambulance EMS District (MAEMSD) has established a billing program and policies to cover costs associated with providing emergency medical care and transport for patients within the Marsing Ambulance District. These policies are intended to provide transparency for those who receive Emergency Medical Services, establish a billing philosophy, provide guidance to third party billing agents, and ensure that MAEMSD meets billing standards established by insurance providers.

POLICY:

I. Definitions

- a. Marsing Ambulance EMS District is designated as “MAEMSD”
- b. Systems Design West, LLC is designated as the “Billing Agency” with whom MAEMSD has a contract to provide billing for emergency assessment, medical and transport services.

II. Policy

- a. It is the policy of MAEMSD that no person will be denied treatment or transport to a definitive care facility, regardless of the patient’s or patient’s family’s ability to pay for service. It is the policy of MAEMSD to pursue payment for ambulance assessment, treatment and/or transport services provided according to the fee schedule approved by the District Commissioners. While claims for service will be processed based on the patient’s individual situation, whether insured or self-payor, the patient is ultimately responsible for the total balance due. Billing practices will comply with State and Federal laws, specifically Medicare, Medicaid, and HIPAA guidelines.

III. Services for which fees apply

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- a. MAEMSD has established a billing schedule for all emergency response services provided by MAEMSD personnel. The following services, as defined and considered herein, shall be included in our billing schedule. MAEMSD rate billed will reflect the level of services provided. As applicable and when clarity is needed, additional definitions as described by the Centers for Medicare and Medicaid may apply to Basic Life Support (BLS) and Advanced Life Support (ALS) emergency definitions.
- b. **BLS Emergency:** Emergency response including transportation by ground ambulance vehicle when appropriate, with the provision of medically necessary supplies and services, including basic life support ambulance services as defined by the state. BLS ambulance services are provided by an individual who is qualified in accordance with state and local laws as an emergency medical technician (EMT) or Ambulance Based Clinician (ABC).
- c. **ALS (1) Emergency:** Emergency response including transportation by ground ambulance vehicle when appropriate, with the provision of medically necessary supplies and services, including the provision of an advanced life support assessment or at least one advanced life support intervention. ALS assessment is an assessment performed by an ALS crew (Advanced EMT or Paramedic) as part of an emergency response that was necessary because the patient's reported condition at the time of dispatch was such that only an ALS crew was qualified to perform the assessment.
- d. **ALS (2) Emergency:** Emergency response including transportation by ground ambulance vehicle when appropriate, with the provision of medically necessary supplies and services including: a) at least three separate administrations of one or more medications by intravenous push/bolus or by continuous infusion (excluding crystalloid fluids); or b) ground ambulance transport and the provision of at least one of the following ALS2 procedures: manual defibrillation/cardioversion; endotracheal intubation; central venous line; cardiac pacing; chest decompression; surgical airway, or intraosseous line.
- e. **Minor Treat, No Transport:** Emergency response and minor treatment at the scene, especially when treatment involves basic life support procedures or supplies. For the purposes of this item, the term treatment includes the provision of minor BLS medical services; includes assessment procedures such as visual inspection of a patient, blood pressure checks and similar medical scoping tactics designed to assess the patient's illness or injury.
- f. **Respond and Evaluate:** Emergency response to the scene and evaluation of the patient, but treatment or transport is determined to be unnecessary or, the patient refuses further treatment or transport.
This charge shall not be applied for response to unattended deaths where no resuscitation is attempted, non-injury motor vehicle accidents or simple public assistance for which no treatment was provided.

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- g. **Mileage:** Mileage charges begin at the location of the emergency scene and conclude upon arrival of our transport vehicle at the destination facility or location in the event of a helicopter rendezvous.
- h. **Search and rescue:** Rescue services are defined as non-medical activities associated with vehicle extrication, rope rescue, or trail rescue response that may or may not result in patient assessment, treatment or, patient transport. Services may include, but are not limited to packaging, leading, carrying or moving patients from entrapped vehicles and confined spaces; off, up or down from cliffs/significant angles, roadways, trails, waterways, or traversable and non-traversable terrains. The District imposes reasonable costs to provide these services. In calculation of such reasonable costs the following factors may be considered, but shall not be limited to: time spent by staff at such call, travel distance, cost of supplies expended, or associated maintenance and replacement costs of rescue equipment used in the provision of services. MAEMSD charges an “all inclusive” rate for rescue services. Transport fees are in addition to this expense and charged according to service level (e.g. BLS, ALS, etc.)
 - i. **Search and rescue (basic)** – Including but not limited to, locating and extracting an individual from a remote location utilizing UTVs or rescue vehicles, assisting an individual predominantly under their own power with extrication from a remote location or situation (i.e. overturned vehicle).
 - ii. **Search and rescue (complex)** – Including but not limited to, utilization of rope rescue equipment to safely extract a patient from a remote location or situation, manual extraction of a patient from a remote location utilizing backboard or stretcher and wheeled rescue equipment.

IV. Credit, Waivers and Collections

a. Credit

- i. All accounts are due and payable at the time of initial billing. While the billing agency may submit insurance claims on the patient's behalf, the patient is ultimately responsible to pay all fees associated with receipt of services.

MAEMSD authorizes the billing agency to make payment arrangements with any patient who has a balance due following or absent any payments received from insurance. Accounts for which payment arrangements have been made shall not be charged interest.

Should the patient fail to make agreed upon payments, the billing agency may submit accounts to collection, as herein described.

b. Collections

- i. In the event that, payment for ambulance treatment/transport services are not paid in full or notice of a payment plan to the

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Billing Agency is not received within the amount of time set forth by State and/or Federal laws, the patient's account will be considered delinquent and uncollectible and referred to Advantage Financial Services LLC (AFS, a collections agency) as designated by the District Commissioners.

c. Waivers and Exceptions

- i. Authorization to Apply Waivers - The EMS Chief or their delegated personnel charged with coordinating medical billing is authorized to apply waivers outlined in this policy, as directed by the District Commissioners.
- ii. Charity/Assistance - Those individuals that are unable to make payments on the amount owed or are requesting a discount on the balance owed will be handled on a case-by-case basis. To be eligible to receive the service at a reduced charge the patient, or designee, must contact the Billing Agency and request Financial Assistance from the District. See "Charity Review Procedure" adopted to this policy by reference.
- iii. Special and Extenuating Circumstances - MAEMSD staff may determine and grant eligibility for full Financial Assistance based on personal circumstances that may include:

1. Identification as an indigent person is obvious to MAEMSD personnel
2. Homelessness
3. Deceased patients with no known assets or estate
4. Other rare and infrequent circumstances with approval by the District Commissioners

In these instances, MAEMSD staff is not obligated to establish the exact income level, or to request documentation from the responsible party, unless the responsible party requests further review.

- iv. Marsing Ambulance EMS District (MAEMSD) and Marsing Fire Department (MFD) Waiver
 1. Insurance reimbursement will constitute payment in full for all personnel of MAEMSD, MFD, MRW FD, and the MAEMSD and MFD District Commissioners and their immediate family members. "Immediate family" is defined as spouse or significant other, dependent children, and dependent adults currently residing in the employee's household. If the patient does not have insurance coverage, all fees are waived.

V. Owyhee County Jail, Owyhee County Sheriff / Deputies, Domestic Violence Victims, and Marsing School District

a. Jail Response

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- i. If called to respond to the jail and it is determined through evaluation and discussion with the jail's Medical Director that the patient will not be transported, there will be no charge.
- b. Owyhee County Sheriff and Deputies
 - i. If the sheriff or deputy requests MAEMSD response to evaluate a suspect in custody and it is determined that transport is unnecessary, there will be no charge.
- c. Domestic Violence Victims
 - i. If called to respond for evaluation of a domestic violence victim, the patient will not be charged when the patient is not transported. If transport is deemed necessary, insurance only reimbursement constitutes payment in full.
- d. Marsing School District
 - i. If called to respond to the school for assessment of students or employees and it is determined that transport is unnecessary, there will be no charge.
- e. Deceased Persons
 - i. The patient will not be billed if no resuscitation efforts are attempted. Patients that have resuscitation efforts terminated upon arrival at the hospital or who are pronounced dead on scene, will be billed to insurance. The deceased person's estate will be responsible for any unpaid balance due to MAEMSD. If the patient has no estate or the estate is not sufficient to pay, the balance due will be written off.

VI. Fees for Service

- a. MAEMSD charges an "all inclusive" rate for patients treated which reflects the level of services provided and, when indicated, transported. Regardless of any waiver that recipients are eligible to receive, MAEMSD must still establish a fee for the provision of services to ensure accuracy when billing applicable insurance providers.
- b. Mileage fees are charged in addition to the "all inclusive" rate and are accounted for beginning at the scene of the emergency and ending at the admitting facility or destination in the event of a helicopter rendezvous.

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SERVICE	RATE
BLS Emergency	\$675
ALS 1 Emergency	\$900
ALS 2 Emergency	\$1032
Respond and Evaluate	\$150
Minor Treat / No Transport BLS	\$175
Lift Assist	\$0.00 (for 0-3 calls per month)
Lift Assist	\$150 each (4+ calls)
Mileage	\$15.00 per mile
Rescue Services (Basic)	\$800
Rescue Services (Complex)	\$1600