

**BYLAWS  
WALSH HOSPITAL DISTRICT  
WALSH AMBULANCE SERVICE**

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**ARTICLE I  
NAME**

The name of the organization shall be the Walsh Ambulance Service operating as a department of the Walsh Hospital District, (the "District") Doing Business as the Walsh Healthcare Center, ("Healthcare Center"), located in the County of Baca, State of Colorado.

**ARTICLE II  
ORGANIZATION**

The Ambulance Service shall be operated pursuant to the provisions of the Special District Act, Section 32-1-101, et seq., C.R.S as amended from time to time, and such other laws of the State of Colorado directed to local government entities as may pertain to special districts.

**ARTICLE III  
PURPOSE**

The purpose of the Walsh Ambulance Service is to provide emergency response and transport services to the sick, injured, and infirm which meets generally accepted standards of care for the level of service offered.

**ARTICLE IV  
LINES OF AUTHORITY**

**EMS Chief.** The EMS organization shall recommend from its body an individual to serve as the Chief of the group. The individual must be approved by the Board of Directors of the Walsh Healthcare Center. The Chief shall fall under the supervision of the Administrator of the Walsh Healthcare Center.

**ARTICLE V  
THE EMS CHIEF POSITION**

**Qualifications.**

1. Must possess at least three years of experience as an EMS provider.
2. Must have a current EMT certificate within a reasonable period of time.
3. Must be approved by two-thirds vote of the current members of the group.
4. Must be approved by the Administrator and Board of Directors.

**Responsibilities.**

1. Works directly with the Walsh Healthcare Center Administrator
2. Maintains the necessary records and reports required to operate an ambulance service as required by the EMS Division of the Colorado Department of Public Health and Environment.
3. Maintains the necessary records and reports required to bill out ambulance runs.
4. Maintains the ambulance vehicles and all necessary equipment associated with providing emergency services.
5. Is responsible for conducting monthly meetings.
6. Is responsible for conducting training exercises.
7. Maintains records of each member's certification, training hours, Hepatitis B documentation, and all other documents required by the Walsh Healthcare Center.
8. Work with Fire/Rescue units.
9. Provides general supervisory oversight to the EMS group. Any disciplinary proceedings necessary shall fall within the scope of his/her authority.
  - a. Any member subject to disciplinary proceedings shall have a second opportunity for hearing by the administrator of the facility. Should the member be dissatisfied with the prior two hearings, a third and final hearing will be available before the Board of Directors.
10. Responsible for recruiting, teaching and training new First Responders, EMT's, Paramedics and Registered Nurses..
11. Is responsible to designate a substitute to act in his/her absence
12. Is responsible for developing and maintaining a yearly budget. This budget shall include an operating and capital outlay budget.
13. Maintain minutes of each EMS Group meeting.
14. Act as a liaison between the membership and the administrator and Board of Directors.

**Compensation.** The compensation will be set by the Board of Directors.

**ARTICLE VII**  
**MEMBERSHIP**

**Membership Requirements.**

1. Each applicant must be approved by the EMS Chief and Walsh Healthcare Center Administrator and Board of Directors.
2. Each applicant will have an ambulance driving test administered by the EMS Chief. If the applicant does not satisfactorily pass the driving test, or does not possess a valid driver's license, they will still be allowed to serve as an EMS provider if they meet other qualifications but are not allowed to drive the ambulance.
3. Each Member will be required to either receive a Hepatitis B vaccination or sign a waiver form declining it. Any Member who chooses to waive the vaccination can rescind that decision at any time and receive the vaccination. The Hepatitis B series will be provide free of charge to each individual that's currently a member of the organization.
4. Each member must complete annual Tuberculosis test and influenza vaccination.
5. Each applicant must be physically able to perform the tasks necessary to function in the job. The EMS Chief at his/her discretion may require a physical exam if he is in doubt about the applicants physical abilities.
6. Must possess a good driving record.

**Responsibilities.**

1. Attend trainings and meetings.
2. Provide copies of the following items to the office staff at the Walsh Healthcare Center.
  - a. Application packet with required employment documents.
  - b. Current driver's license

- c. Current EMT certificate, First Responder Certificate, RN License, or other applicable provider certification.
  - d. Policy and Bylaw acknowledgement form
  - e. Workmen's Compensation Medical Provider acknowledgement form
  - f. Hepatitis B acknowledgement form
3. Pass an ambulance driving test administered by the EMS Chief.
  4. Answer and respond to EMS calls.
  5. Work within the requirements of the Walsh Ambulance Service membership.
  6. Must abide by Anti-discrimination laws and sign the policy at the time membership.

**Cause for Removal.**

1. Allowing your certificate to expire
2. Failure to abide by the policies and by-laws of the organization
3. Creating conflict within the organization.
4. Failure to abide by the responsibilities of an EMS provider.
5. Failure to follow the directives of the EMS Chief.
6. Discrimination toward a colleague or patient.
7. Performing your duties in a manner that endangers patients or co-workers.

**ARTICLE VIII**  
**MEDICAL DIRECTOR**

A Medical Director shall be appointed to oversee the care provided by the Ambulance Service. The Medical Director shall be a physician who has the proper licensure and certification required by the Colorado Department of Public Health and Environment. His/her appointment must be approved by the Board of Directors of the Walsh Healthcare Center.

**ARTICLE IX**  
**ADDITIONAL ORGANIZATIONS**

**Two Buttes** EMS Providers. The Two Buttes EMS members will operate under the Walsh Ambulance Service and its EMS Chief. They will be subject to the guidelines established by the Walsh Ambulance Service.

**ARTICLE X**  
**REVIEW**

These Bylaws shall be reviewed at least annually and shall be approved by the Board of Directors of the Walsh Healthcare Center.

These Bylaws were adopted and approved as of April 16, 2013.

**BY THE BOARD OF DIRECTORS**

  
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President

ATTEST:   
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Secretary

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