

Evaluation Form for Establishment Providing Ambulance Services
Ambulance Regulation Services Section

Name			
Coordinator		Contact No :	Email :
No. of Ambulances		No. of Professionals	A.Paramedic :
			Paramedic :
Level of Ambulance Services			EMT :
			Drivers :
Inspected by		Inspection Date	

In addition to the Obligations detailed in The Resolution, Article 7, the establishment is to comply with the following standards.

ITEM	STANDARD	REMARKS
Copy of Valid Trade License	Trade License (Mainland or Free zone)/ Government issued Decree or any equivalent document/ or Tourism License. The document should be valid and for use in the Emirate of Dubai.	
Copy of Valid Physician License supervising the activity	Copy of valid DHA/DHCA/ MOH/ HADD/ SEHA or any equivalent license issued to supervising physician within the organization or contracted from a separated organization.	
Copy of Medical Equipment Maintenance Policy, Procedures, and Records	Policy defining the maintenance of the medical equipment. This is to include process and record keeping for the same. In case of outsourced maintenance, a contract is to be provided.	
Copy of Medical Liability Insurance	Medical Malpractice Liability Insurance issued towards the organization, covering all the medical professionals therein.	
Organization and structure	All Providers shall have policies describing organizational structure, including lines of authority, responsibilities, accountability, and supervision of personnel by Medical Director, while mentioning EMS team member names.	
Staff Records, IDs.	An Establishment is to maintain all concerned records of staff and their qualification as needed, while also having DCAS ID soft copies.	

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Competency Assessment	Set a criteria for evaluating EMS professionals on a scheduled frequency. (Based on concerned equipment, medication, tools related to the scope of activity)	
Scope of Practice	Professionals must work within a Scope of Practice that conforms to the levels determined by DCAS for each Professional defined in The Resolution.	
Infection Control & Occupational Health and Safety	<p>Establishments are required to have an infection control policy and procedures that address the following criteria:</p> <ul style="list-style-type: none"> • Hand washing • Personal Protective Equipment • Safe Handling and Disposal of Sharps • Staff Immunization¹ • Needle stick Injuries Protocol and record templates. • Bio – Hazardous Spillage Management with spill kits. • Bio-Hazardous (including Medical) Waste Management² <ul style="list-style-type: none"> ✓ Waste Storage ✓ Waste Segregation • Ambulance Cleaning <ul style="list-style-type: none"> ✓ Interior & Exterior Surfaces – A complete checklist with specific instructions on procedure of cleaning including cleaning agents used and frequency, for example fumigation ✓ Emergency Equipment - Specific instructions including cleaning agents for the same. • Infection Risk Assessment for all areas and equipment within the vehicle (For example; defibrillator, ventilator, oxygen cylinders, suction machine). 	
Welfare of patients	Patients should be treated and transferred with respect, consideration, and dignity. Patient has the right to privacy and confidentiality. Patient or a designated person when appropriate should be provided	

¹ Diseases for which immunization is strongly recommended for EMTs are Hepatitis B, Measles, Mumps, Rubella, Varicella Tetanus, diphtheria, pertussis and meningococcal vaccines

² Proof of contract with a Dubai Municipality (DM) approved contractor is required

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	information concerning evaluation and transfer options.	
Code of Conduct	Respect the Code of Conduct adopted by DCAS	
Self-Harm	<p>Cases of self-harm present particular difficulties for EMS staff, given the Legal Status of Suicide under UAE law. All cases where there is an admission of attempted suicide by the patient is to be notified to the police department for further action.</p> <p>All ambulance services must have a written policy and procedure to deal with such issues.</p>	
Clinical Photography	Any type of photography of a patient is not permitted unless it is directly to benefit the patient's treatment. It is, therefore, seen as 'treatment' in itself, and requires valid consent. All ambulance services must have a written policy and procedure to deal with such issues	
Clinical Protocols	<p>Clinical Protocols consistent with that approved by DCAS to Level 4, 5 & 6 (latest version of the same)</p> <p>In case the establishment wishes to propose its own CPG, it needs to approve it from its medical director and submitted to DCAS for further approval.</p>	
Provision, inspection and maintenance of vehicles	<p>Each Establishment must ensure that an annual maintenance schedule is developed to ensure all vehicles are kept in good working order in accordance with the manufacturers' specifications.</p> <p>A vehicle Maintenance Record needs to be maintained.</p>	
Quality Accreditation & Audit	DCAS continues to support the strategic thrust of Dubai Strategic Plan 2021 with the theme of a Smart and Sustainability City. Each provider is required to have a system of Audit in place to identify any variation to routine care. (Internal or External Audit in place)	
Clinical Governance and Supervision	Functional responsibilities of all professionals and personnel should be defined and delineated. Policies and procedures for oversight of healthcare professionals and personnel should be in place.	

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Patient Care Records	Relevant records of the transported or attended patient needs to be kept either manually or electronically for further Data processing purposes.	
Communication	Specify the mode of communication and maintain a log of the same.	

Overall Remarks Qualified Not Qualified

Comments

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Inspector's Name		DCAS Permit No.	
Signature		Inspection Date	