



## EMS Transport Fund

Adopted in FY 2014, Chapter 1097 of the Loudoun County Codified Ordinances established the Emergency Medical Services (EMS) Transport Reimbursement Program and Fund. The Fund was created as part of the FY 2015 Adopted Budget, and the Program became operational during FY 2016. Through the EMS Transport Reimbursement Program, “all patients and/or their financially responsible parties, insurers or carriers, will be billed for EMS transport provided by the system according to the Fee Schedule established herein, and shall be responsible for any co-payment or deductible amount not satisfied by public or private insurance.”<sup>1</sup> The transport fee schedule is adopted on an annual basis as part of the budget development process. Further, the revenue yielded through this program is distributed among the volunteer companies and the County based on the distribution formula established under the ordinance that accounts for services provided by the respective agencies.

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<sup>1</sup> Loudoun County Codified Ordinances, Chapter 1097. The “system” refers to the Loudoun County Comgined Fire and Rescue System.

**EMS Transport Fund****Revenues, Expenditures, and Changes in Fund Balance<sup>1</sup>**

	FY 2018 Actual <sup>2</sup>	FY 2019 Actual <sup>3</sup>	FY 2020 Adopted	FY 2021 Proposed	FY 2022 Projected
<b>Beginning Fund Balance</b>	\$5,235,145	\$5,235,145	\$6,244,735	\$7,950,378	\$9,511,133
<b>Revenues</b>					
Use of Money and Property	\$0	\$39,000	\$0	\$0	\$0
Charges for Services <sup>4</sup>	5,888,431	5,219,427	6,167,461	5,600,000	5,710,000
Sale of Capital Assets	0	12,000	0	0	0
<b>Total – Revenues</b>	<b>\$5,888,431</b>	<b>\$5,270,427</b>	<b>\$6,167,461</b>	<b>\$5,600,000</b>	<b>\$5,710,000</b>
<b>Expenditures</b>					
Personnel	\$331,220	\$371,322	\$349,131	\$359,605	\$370,393
Operating and Maintenance	3,018,449	2,657,812	3,693,200	3,139,178	3,170,570
Capital Outlay	25,092	463,348	0	0	0
Transfer to the General Fund <sup>5</sup>	0	637,321	419,487	540,462	540,462
Other Uses of Funds	903,289	131,033	0	0	0
<b>Total – Expenditures</b>	<b>\$4,278,050</b>	<b>\$4,260,836</b>	<b>\$4,461,818</b>	<b>\$4,039,245</b>	<b>\$4,081,425</b>
<b>Estimated Ending Fund Balance</b>	<b>\$5,235,145</b>	<b>\$6,244,735</b>	<b>\$7,950,378</b>	<b>\$9,511,133</b>	<b>\$11,139,708</b>
Percent Change	44%	19%	27%	20%	17%
<b>FTE<sup>6</sup></b>	<b>3.00</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>

<sup>1</sup> Sums may not equal due to rounding.

<sup>2</sup> Source: Loudoun County FY 2018 Comprehensive Annual Financial Report (CAFR).

<sup>3</sup> Source: Loudoun County FY 2019 CAFR.

<sup>4</sup> EMS Transport revenue collected in FY 2018 was higher than previous years due to catch up payments for transports in prior fiscal years. Revenue estimates included in the FY 2020 Adopted Budget were based on previous estimates and have been updated for FY 2021 and beyond.

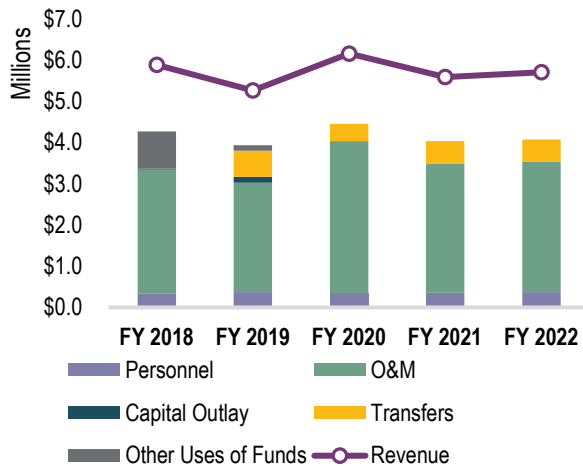
<sup>5</sup> Beginning in FY 2020, the EMS Transport Fund supports costs associated with the 4.00 FTE approved in the FY 2019 Adopted Budget through a transfer to the General Fund as opposed to direct expenditures of the EMS Transport Fund. The FY 2020 Proposed Budget includes an additional 1.00 FTE funded through EMS Transport revenue. These positions are identified in the Staffing/FTE History section on the next page.

<sup>6</sup> The personnel expenses associated with three program staff are budgeted in this fund. Total FTE for the Department as shown in Volume 1 of this document includes FTE budgeted in this fund.



## EMS Transport Fund

### Revenue and Expenditure History



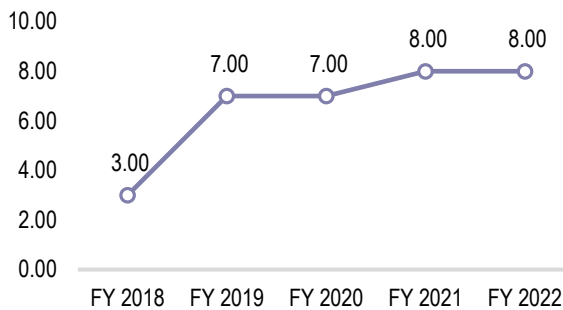
### Revenue/Local Tax Funding

Increased revenues beginning in FY 2020 were based on actual revenue collections in prior years and anticipated County population growth. These estimates are updated for FY 2021 and beyond. There is no local tax funding in the EMS Transport Fund.

### Expenditure

The majority of the EMS Transport Fund’s expenditure budget is dedicated to operating and maintenance, which includes transfers to volunteer fire and rescue companies based on the revenue-sharing formula. Other uses of funds includes transfers for EMS-funded positions in the general fund.

### Staffing/FTE History



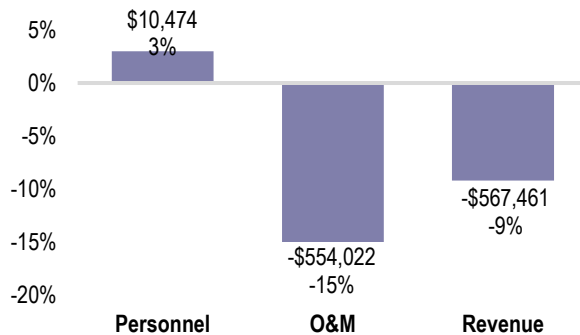
FY 2019: 2.00 FTE EMS supervisors, 1.00 FTE administrative assistant, 1.00 FTE EMS training officer

The FY 2021 Proposed Budget for the EMS Transport Fund reflects a decrease of approximately \$500,000 from the FY 2020 Adopted Budget due to updated revenue estimates. EMS Transport Fund revenues enable the Loudoun County Combined Fire and Rescue System (LC-CFRS) to purchase and replace equipment without the need for additional local tax funding. The FY 2021 Proposed Budget includes a transfer to the General Fund to support the costs associated with the 4.00 FTE approved in the FY 2019 Adopted Budget, as well as the 1.00 FTE shown below and included in Volume 1 of the FY 2021 Proposed Budget in Loudoun County Fire and Rescue’s budget narrative.



## EMS Transport Fund

### Percent Change from Adopted FY 2020 to Proposed FY 2021

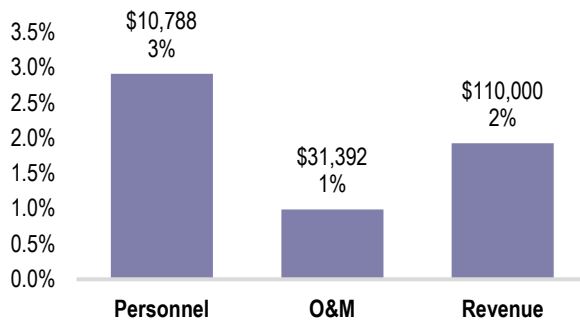


#### Reasons for Change:

**Personnel:** ↑ 3 percent || **O&M:** ↓ lower anticipated payments to community and regional organizations||

**Revenue:** ↓ updated estimates based on actuals from FY 2019

### Percent Change from Proposed FY 2021 to Projected FY 2022



#### Reasons for Change:

**Personnel:** ↑ 3 percent || **O&M:** ↑ 1 percent

|| **Revenue:** ↑ 2 percent in line with population growth

### FY 2021 Proposed Resource Requests<sup>1</sup>

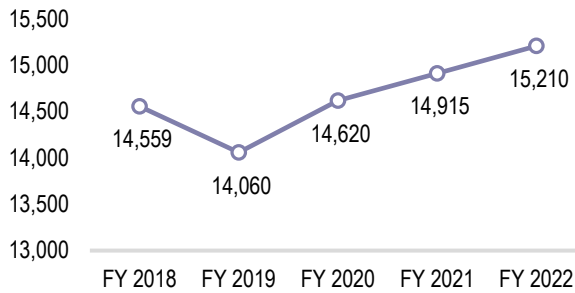
Loudoun County fire and Rescue FTE Authority: EMS Clinical Coordinator						
Personnel:	O&M:	Capital:	Reallocation:	Revenue:	LTF:	FTE:
\$103,629	\$13,010	\$0	\$0	\$116,639	\$0	1.00
Details			Overview			
<b>Service Level:</b>	Current Service Level		<ul style="list-style-type: none"> <li>• Position will manage clinical assignments for EMS students, including hospital rotations and mandated field hours/ capstone requirements.</li> <li>• Currently, these duties are primarily handled by the EMS Training Specialist. Clinical hours have increased such that an additional position is needed to maintain the current service level.</li> <li>• This position would provide increased capacity for on-site monitoring of students during clinicals, which would be required for LCFR to form agreements with new host sites.</li> </ul>			
<b>Mandates:</b>	Not Mandated					
<b>PM Highlight:</b>	Total Number of Clinical Hours					
<b>Program:</b>	Training					
<b>Positions:</b>	EMS Clinical Coordinator					
<b>Theme:</b>	FTE Authority					
<b>One-time Costs:</b>	\$8,135					
<b>Recurring Costs:</b>	\$108,504					
Fund Total						
Personnel:	O&M:	Capital:	Reallocation:	Revenue:	LTF:	FTE:
\$103,629	\$13,010	\$0	\$0	\$116,639	\$0	1.00

<sup>1</sup> The requests presented display total cost, including the acquisition of vehicles, technology, and office furniture (as applicable). Funds for these items are shown in the Non-Departmental section, page 6-2.



## EMS Transport Fund

### Key Measures



**Objective:** Collect revenue from the EMS transport cost recovery program to support LC-CFRS operations, including distributions to volunteer companies.

**Measure:** Number of claims processed.

*The number EMS claims, along with overall EMS revenue, fell in FY 2019 but are expected to increase approximately 2 percent annually between FY 2020 and 2022.*

### Policies

Fees established by the Board of Supervisors (Board) for LC-CFRS EMS transports may be adjusted annually in accordance with the federally approved Medicare fee schedule and/or the Consumer Price Index (CPI), as recommended by the County Administrator in the annual budget proposal to the Board. Any change to the fee schedule shall be approved by the Board and included in the adopted appropriation. The applicable CPI used must be certified by the County Treasurer. No change is recommended for FY 2021.

### FY 2021 Proposed Rate Schedule

	Type	Rate
<b>Service Reimbursement</b>	Basic Life Support, Emergency	\$467
	Advanced Life Support, Level 1	\$660
	Advanced Life Support, Level 2	\$770
<b>Mileage Reimbursement</b>	Per Mile Traveled (applies to all types of service)	\$11

### Policy Information (Excerpts)

The EMS Transport Reimbursement Program was established as a Chapter of the Codified Ordinance of Loudoun County in January 2014. The ordinance identifies the procedures for EMS transport reimbursement, and the administration of the EMS Transport Reimbursement Program and revenue sharing procedure. The EMS Transport Fund is a special revenue fund through which all of the revenue yielded from the EMS Transport Reimbursement Program will be appropriated. The administrative costs, contractual requirements, and other necessary costs associated with conducting the Program are derived directly from the EMS Transport Reimbursement revenue and are paid first prior to any distribution. As a result, no local tax revenues are to be used to fund any EMS Transport Reimbursement efforts. The net revenue is distributed to the respective volunteer companies and LCFR according to a revenue sharing formula reflecting each agency’s role in EMS transport services provided. In addition, 25 percent of the net revenue is retained as fund balance to maintain the County provided infrastructure of LC-CFRS.



## EMS Transport Fund

### Revenue Sharing Formula

Service Provided by Type	Percentage Share
Apparatus (Transport Vehicle) Ownership	20%
Station Ownership	20%
EMS Provider for Highest Level of Treatment	25%
County-Provided Infrastructure	25%
First Responder (Units Assigned to First Response)	10%