



# TOWN OF ULYSSES

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## ULYSSES AMBULANCE BILLING POLICY

Adopted 3/12/19

### **Purpose of the Policy**

The Town of Ulysses created an Ambulance District in 2013 which enables it to bill for ambulance services provided by a certified contractor. To assure the health and safety of those in the Ambulance District, the Town contracts with the Village of Trumansburg to provide Emergency Medical Services (EMS) certified by New York State. To reduce the cost of the EMS service borne by Ulysses property taxpayers, the Town of Ulysses adopted this billing policy to charge those who use the ambulance services provided by the Village of Trumansburg's Emergency Medical Service.

### **Scope of the Policy**

The billing policy applies to those in the Town of Ulysses Ambulance District, comprised of the portion of the Town outside the Village. The billing policy applies to those who use Trumansburg EMS services and are transported by ambulance to the hospital. Patients who are transported will be charged a fee for services for the purpose of recovering some of the cost of providing EMS services.

### **Implementation of the Policy**

- The Ulysses Town Board is responsible for adopting a resolution detailing the schedule of fees (see appendix) to be charged for services provided by Trumansburg EMS in the Town outside the Village.
- Fee Schedules will be set at what is reasonable or customary for providing emergency medical services for ambulance transports. The Town Board will review the fee structure annually.
- All changes in fee schedules, billing, or collection practices must be approved by the Ulysses Town Board. Authority to execute these changes rests with the Ulysses Town Board.
- The Village of Trumansburg will be the Billing Entity. The EMS Coordinator(s) will act as the billing agent and the Village of Trumansburg will issue monthly payments to the Town of ambulance billing revenues received.

### **Billing Agent and Billing Contractor**

Due to the complexity of EMS billing, the Town of Ulysses will rely on the Village of Trumansburg's EMS Coordinator(s) as the billing agent to prepare confidential medical case information for use by the Village's billing contractor.

The billing contractor is responsible for submitting bills to insurance companies and individuals, collecting payments, and making payments to the Village of Trumansburg. The billing contractor reports periodically on charges billed, revenues received and payments made.

## **Collection of Fees**

The Village's billing contractor will bill all patients except for exclusions cited below and will include with each bill a cover letter prepared by the Town of Ulysses that explains the Town's Billing and Financial Assistance Policies.

With the patient's approval, the billing contractor will bill the patient's insurance company.

1. For balances not covered by insurance:

- The billing agent shall make reasonable and diligent efforts to collect payment.
- Insurance payments made directly to patients must be forwarded to the billing contractor. If payment is not forwarded, non-payment will be pursued as potential insurance fraud.

Exclusions: The following patients/circumstances will not be billed:

- 1) Patients who do not require ambulance transportation to the hospital.
- 2) Patients that refuse treatment or transportation.

## **Financial Assistance Policy**

The Town of Ulysses shall adopt and maintain an Ambulance Billing Financial Assistance Policy to assure that the Ambulance Billing Policy shall not create a barrier that deters those needing emergency medical services from calling for help and to further assure that payment for billable ambulance services shall not become a financial hardship for those with limited incomes.

Date Adopted: 12/18/14

Date Amended: 3/12/19

Date Effective: 4/1/19

**APPENDIX to EMS Billing Policy:**  
**TOWN of ULYSSES AMBULANCE BILLING FEE SCHEDULE**  
**Adopted 3/12/19; Effective April 1, 2019**

The Ulysses Town Board hereby establishes the following schedule of fees for Ambulance Transport and Treatment Services rendered in the Ulysses Ambulance District, effective April 1, 2019. The fees may be amended by further resolution of the Town Board.

1. For Basic Life Support (BLS) transport services: BLS is defined as the emergency response and transport of a patient that requires assessment and treatment by a BLS Technician and no Advanced Life Support procedures.
2. For Advanced Life Support Level 1 (ALS1): ALS1 is defined as the emergency response and transport of a patient that requires assessment and treatment by an ALS Technician and one for more Advanced Life Support procedures.
3. For Advanced Life Support Level 2 (ALS2): ALS2 is defined as transportation by ground ambulance vehicle and the provision of medically necessary supplies and services including (1) at least three separate administrations of one or more medications by intravenous (IV) push/bolus or by continuous infusion (excluding crystalloid fluids) or (2) ground ambulance transport, medically necessary supplies and services, 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.
4. Specialty Care Transport (SCT): is defined as the interfacility transportation of a critically injured or ill beneficiary by a ground ambulance vehicle, including the provision of medically necessary supplies and services, at a level of service beyond the scope of the EMT-Paramedic. SCT is necessary when a beneficiary's condition requires ongoing care that must be furnished by one or more health professionals in an appropriate specialty area, for example, emergency or critical care nursing, emergency medicine, respiratory care, cardiovascular care, or an EMT-Paramedic with additional training.
5. Paramedic Intercept (PI): is defined as ALS services provided by an entity that does not provide the ambulance transport. This type of service is most often provided for an emergency ambulance transport in which a local volunteer ambulance that can provide only BLS level of service is dispatched to transport a patient. If the patient needs ALS services such as EKG monitoring, chest decompression, or IV therapy, another entity dispatches a paramedic to meet the BLS ambulance at the scene or once the ambulance is on the way to the hospital. The ALS paramedics then provide services to the patient.

For Ground Transport Miles (GTM): GTM is defined as the charge per patient transport mile.

SERVICE PROVIDED	2018 FEE
BLS Non-Emergency	\$500
BLS Emergency	\$800
ALS 1 Non-Emergency	\$850
ALS 1 Emergency	\$1050
ALS 2 Emergency	\$1150
Specialty Care Transport	\$500
Paramedic Intercept	\$325
GTM	\$20.00/mi