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MEDICATIONS, MEDICAL DEVICES, LINEN AND LAUNDRY SERVICES EMERGENCY MEDICAL SERVICES

The Health and Emergency Medical Services Committee recommends the adoption of the recommendations contained in the following report, September 18, 2008, from the Commissioner of Community and Health Services:

1. RECOMMENDATIONS

It is recommended that:

1. The Region enter into contracts with Southlake Regional Health Centre, York Central Hospital, and Markham Stouffville Hospital for the purchase of medications and medical devices used by Emergency Medical Services, in the amount of approximately \$79,000 annually pursuant to the sole source provisions of the purchasing by-law for a term of three years with an option to extend the contract for two additional 12-month periods at the discretion of the Commissioner of Community and Health Services, subject to satisfactory negotiations.
2. The Region enter into contracts with Southlake Regional Health Centre, York Central Hospital, and Markham Stouffville Hospital for the purchase of linen and laundry services used by Emergency Medical Services, in the amount of approximately \$96,000 annually pursuant to the sole source provisions of the purchasing by-law for a term of three years with an option to extend the contract for two additional 12-month periods at the discretion of the Commissioner of Community and Health Services, subject to satisfactory negotiations.
3. The Commissioner of Community and Health Services be authorized to enter into any contracts required, subject to the prior review of Legal Services.

2. PURPOSE

The purpose of this report is to seek authorization to enter into contracts with Southlake Regional Health Centre, York Central Hospital, and Markham Stouffville Hospital for the purchase of medications, medical devices, and linen and laundry services required by York Region Emergency Medical Services (EMS).

The purchasing by-law requires that, with respect to awarding a sole source purchase contract if the total cost exceeds \$100,000, the award shall be subject to Council approval.

3. BACKGROUND

Medications and medical devices (i.e. intravenous sets) are required by EMS for patient care

In the performance of their duties under the *Ambulance Act*, paramedics administer numerous medications and perform medical acts under the authority of the base hospital Medical Director appointed by the Ministry of Health and Long Term Care.

Medications, medical devices, and their use are governed by the Canadian *Controlled Drug and Substances Act*, the Canadian *Food and Drugs Act* and the Ontario *Regulated Health Professions Act*.

Procurement, storage, and tracking of these items is complex and is tightly managed on a larger scale by hospitals. Regional hospitals have extended their expertise and economies of scale with these items to the Region's EMS Branch. Utilizing regional hospital resources allow EMS to efficiently maintain the required medication supply levels on an immediate and as needed basis. The EMS Branch has been purchasing medications from regional hospitals since 2000.

Appropriate management of linen and laundry services ensures the prevention of cross contamination of patients

EMS requires linen and laundry services to ensure each patient is provided with clean fresh linen (i.e. sheets, blankets, pillow cases, etc.). Linen must be properly laundered to ensure there is no cross contamination from patient to patient. In addition, linen must be restocked on a timely basis to ensure service efficiency is maintained.

Hospitals manage their linen and laundry services on a large scale through a mixture of in-house and contracted services. Regional hospitals have extended their expertise and economies of scale with these services to the Region's EMS Branch. Immediately after transferring patients, paramedics have access to dispose of soiled laundry and acquire fresh linens prior to returning to service without delay. EMS has been purchasing linen and laundry services from regional hospitals since 2000.

4. ANALYSIS AND OPTIONS

As public institutions, hospitals have high accountability, standards and safeguards to ensure quality service is delivered. All three regional hospitals (Southlake Regional Health Centre, York Central Hospital, and Markham Stouffville Hospital) are accredited by Accreditation Canada.

York Region hospitals provide pharmacy and linen and laundry services to EMS

Each hospital has a pharmacy, staffed with dedicated pharmacists, that is responsible to procure, control, track and dispense medications manufactured by various pharmaceutical companies. EMS needs these functions but on a much smaller scale. To duplicate this level of expertise within the Region for EMS would be costly.

Linen and laundry service is a key component of the EMS supply chain. Every patient transported by EMS receives clean, fresh linen. Linen must be properly laundered to ensure there is no cross contamination of patients. In health care, laundering linens properly and safely is a special task. Often linens are contaminated with body fluids; housekeeping staff must have proper training and proper facilities for the job. Regional hospitals handle this job on a large scale and use their buying power to provide cost-efficient service. Partnering with our public hospital colleagues within the Region allows EMS to leverage this synergy.

5. FINANCIAL IMPLICATIONS

Funding for these supplies and services is available within the department's approved budget. The annual cost of medications and medical devices is estimated at approximately \$79,000. The annual cost of linen and laundry services is estimated at approximately \$96,000. These costs are based on current consumption. No unit price increase is anticipated.

6. LOCAL MUNICIPAL IMPACT

There are no local municipal implications associated with this report.

7. CONCLUSION

Regional hospitals have the expertise and the economies of scale to provide these services to the Region's EMS Branch. Regional hospitals are accountable institutions funded by the MOHLTC and governed by the *Ontario Public Hospitals Act*.

It is recommended that York Region enter into the sole source contracts as outlined in this report.

For more information on this report, please contact Norm Barrette, General Manager of EMS at Ext. 4044.

The Senior Management Group has reviewed this report.