

Chapter 185

Ambulance Service

ARTICLE I

Fees

[Adopted by the 1963 Town Meeting; amended by the 1992 Town Meeting (Ch. 129, Art. I, of the 1995 Code)]

§ 185-1. ~~Selectmen-Town Council~~ to establish fees.

The ~~Board of Selectmen~~Town Council shall establish reasonable fees for the use of the Town ambulance services.

ARTICLE II

Billing and Collection

[Adopted by the Board of Selectmen 3-27-1995; amended 11-18-1997 (Ch. 129, Art. II, of the 1995 Code)]

§ 185-2. Purpose.¹

This policy is adopted pursuant to the authority granted to the ~~Board of Selectmen~~Town Council by the Town Meeting on March 14, 1992. This policy applies to all transported users or responsible parties charged at a consistent rate as currently in effect per the Ambulance Fee Schedule as adopted by the Board of Selectmen pursuant to § 185-4A.

§ 185-3. Scope.²

This policy is applicable to all users or responsible parties, regardless of the existence of third party insurance coverage, except as provided below:

- A. Town employees injured while in the performance of their regularly assigned duties.
- B. Mutual aid community Fire Department employees injured in the line of duty.
- C. Mutual aid agreements.

§ 185-4. Policy provisions.

A. The ~~Board of Selectmen~~Town Council shall establish a fee schedule to be charged for the use of the Fire Department ambulance service. This fee schedule is incorporated into this policy by reference ~~and shall be reviewed on an annual basis.~~³

1. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).
2. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).
3. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

- B. All patients that are transported by the Salem Fire Department ambulance shall be billed for the service.
- C. Whenever possible, the Town's ambulance billing service and/or Fire Department staff shall obtain insurance information from the patient and shall submit a bill directly to the insurance company.
- D. The Town shall accept assignment of all balances due from the insurance companies.
- E. A patient shall be exempt from payment for ambulance service if he/she certifies to the Town's billing service that his/her family income is equal to or less than the current ~~Hill-Burton income~~Federal poverty levels. If the income for the household size is less than 1.5 times the federal poverty income levels, he/she will be responsible for 50% of the fees for service. If the income for the household is less than 2 times the federal poverty levels, he/she will be responsible for 75% of the fees for service.
- F. After receiving payment from third-party insurers, the Town's billing service shall bill the patient for the patient copayment portion of the ambulance fee.
- G. Initial thirty-, sixty- and ninety-day bills will be issued on outstanding balances. This will be followed by a fourth and final dunning notice at ~~90~~105 days. At 120 days, the account will be ~~reported~~evaluated for transfer to a ~~credit-bureau~~ collection agency. **[Amended by the 1997 Town Meeting]**
- H. ~~Credit-bureau reporting may be foregone in lieu of a payment plan that provides repayment of at least \$10 per month, every month, until the balance is paid in full. Payment plans may be established to pay off the balance in an acceptable, as determined by the Town Manager, or designee, amount of time at any point.~~**[Amended by the 1997 Town Meeting]**
- I. Requests for write-offs shall be submitted to the Finance Department and forwarded to the ~~Board of Selectmen~~Town Council for approval. Each request will ~~detail collection efforts and include~~ reasons for the write-off request.

§ 185-5. Multiple transports.

Each multiple transport patient, ~~defined as more than one patient in a single ambulance, requiring ambulance, requiring~~ definitive care beyond observation and monitoring of vital signs shall be billed at the single transport rate. In cases where additional resources are not required, the flat fee and mileage charges shall be divided equally by the parties being transported. ~~Assignment of these charges shall be at the discretion of the Fire Chief, subject to review by the Board of Selectmen.~~