

**TO: All Region 4 Ambulance Services**  
**From: Region 4 EMS Council**  
**RE: Standardized Ambulance Unit Marking Project**  
**Date: January 22, 2010**

Region 4 EMS is soliciting your support and assistance with an initiative we believe will be of great benefit to our region in the event of a large scale, multiple agency response. Recent years have thrown large disasters like the Greensburg and Chapman tornadoes at EMS agencies across the state. Among the lessons learned is that ambulances need to be clearly marked in such a way as to allow all responders to easily distinguish between the trucks at a chaotic scene. Incident Commanders, staging officers and other responders need an efficient means of identifying, coordinating and deploying ambulances without confusion.

Region 3 EMS and the MERGe Team developed a numbering system that is being adopted across Kansas. Region 4 EMS has decided to follow that system. It is a simple system that offers a solution to the confusion often encountered when multiple ambulances are on scene. The system is outlined below.

It is our hope that the licensed ambulance services in the 12 counties of Region 4 will voluntarily adopt this numbering system. **The system will not require you to change how your vehicles are currently numbered!** The system involves adding the unique identifying number explained below to your existing graphics scheme. If it is not feasible for your agency to comply due to budgetary issues, a limited amount of financial assistance will be available through Region 4.

Recognizing that individual ambulance services reserve the right to mark their ambulances in accordance to their local color schemes and graphics, we would respectfully request that each licensed ambulance service add the following number system to their trucks.

**AMBULANCE NUMBERING GUIDELINES:**

A unique number will be assigned to each licensed ambulance in the state by following these guidelines. *The two letter county designator will be followed by a number.* Counties with multiple ambulance services will have to coordinate numbering between services so that duplicate numbers are avoided. (Example: Clay County has 2 services – Clay County EMS and Clifton EMS between the two services there are 5 ambulances. Numbers given to the ambulances in Clay County could be: CY1; CY2; CY3; CY4 and CY5. Pam and Ron will discuss it and figure out which truck gets which identifier. )

**MINIMUM AMBULANCE IDENTIFICATION MARKING RECOMMENDATION:**

- Numbers will have a **MINIMUM** height of 4 inches. 6 inches is better
- Number color will contrast with the background color of the truck
- Numbers will be of reflective material
- Numbers will be of a simplistic, bold font
- Numbers will be located as high as feasible on the truck (see photos for reference)
- Optimally, numbers will be on all four sides of the truck and on the top

This number is NOT intended to replace the number or designator that the local community uses. The only purpose of this number would be to distinguish between trucks during a multi-jurisdictional response. This number is the number that will be used to stage and deploy ambulances for transport as well as for assigning patients to the trucks. Instead of assigning a patient to "Medic 1" which could be a truck from any of 4 counties on scene, the patient will be assigned to "Truck DK3". It will allow all responders on scene to quickly and easily identify which unit they are looking at, loading or referencing.

As mentioned, Region 4 EMS has limited funding to assist ambulance services that desire to do this but cannot afford the cost of the vinyl markings. Please make your request for funding by completing the expense reimbursement form enclosed or download one located under "forms" on the Region 4 website: <http://www.kansasemsregion4.org>.

Submit the completed form with a copy of the invoice to the Region 4 office and it will be presented to the board for payment at the next regional council meeting. If your agency is not allowed to return reimbursements to your budget, Region 4 will pay your vendor directly for you. Please complete the same reimbursement form and attach a copy of the invoice.

Reimbursement is limited to the actual cost of the markings and labor up to a maximum of \$100 per truck. Please make every effort to find the lowest possible price to accomplish this task in your service.

Region 4 will keep a list of vendors used by our agencies as reference for those who do not already have a supplier.

The **deadline** for submitting your service's reimbursement or payment request to the regional office is either faxed, e-mailed and arrived in the office by July 1, 2010, or postmarked by June 30, 2010. No payments will be made for late submissions.

If you have questions about this proposal you can contact any of the Region 4 EMS officers or attend the next Region 4 meeting.

**The two letter county identifiers for Region 4 counties are:**

Clay – CY  
Cloud – CD  
Dickinson – DK  
Ellsworth – EW  
Jewell – JW  
Lincoln – LC  
Mitchell – MC  
Osborne –OB  
Ottawa - OT  
Republic - RP  
Saline – SA  
Smith – SM