

**Memorandum of Understanding
Between the University of Virginia Department of Emergency Medicine
And the Charlottesville Fire Department Regarding the Provision of a
Vehicle for the Emergency Medical Services (EMS) Fellowship Program**

1. Parties

This Memorandum of Understanding (“MOU”) is entered into by the Department of Emergency Medicine of the University of Virginia (“the Department”) and the Charlottesville Fire Department (“CFD”), collectively “the Parties.”

2. Purpose

The Parties partner to establish an accredited Emergency Medical Services (“EMS”) Fellowship program that focuses on providing additional training to physicians who have completed an accredited Emergency Medicine residency program. The one-year program focuses on experiences and instruction that prepare the physician to be an EMS medical director, including field time with EMS agencies, observing the operations of established fire/rescue agencies, and participating in prehospital patient care.

In previous years, CFD has provided the Medical Director with a response vehicle, and that vehicle has been shared with the EMS Fellow during their field time in the past. The Department is proposing to partner with CFD to acquire a new response vehicle (“the Vehicle”) for shared use by the CFD Medical Director and the EMS Fellow. This MOU will define the expectations, rights, and responsibilities of the Parties regarding the use and maintenance of the Vehicle.

3. Reimbursement of Vehicle Purchase Price

Following the allocation and purchase of a new vehicle by the CFD, for use pursuant to this MOU, the Department hereby agrees to pay to the City a one-time reimbursement payment for the full vehicle purchase price, including any applicable taxes or fees, up to but not exceeding **FIFTY THOUSAND DOLLARS (\$50,000)**.

The CFD shall submit to the Department a printed invoice for the full purchase price of the Vehicle within 30 days of purchase. The Department shall submit a reimbursement payment within 30 days of receipt of the written invoice from the CFD.

4. Title/Markings

The vehicle will be titled/permitted to CFD/City of Charlottesville and become part of the CFD fleet. CFD will be responsible for adding emergency lighting, external markings as agreed upon, an audible alarm system, and a portable radio rather than a hard-wired radio in the vehicle. CFD will be responsible for future maintenance of the vehicle.

The vehicle would be equipped with a “jump bag” and AED, but will not be permitted as a BLS or ALS response vehicle.

5. EMS Fellow Requirements

The EMS Fellow will be required to be named on a vehicle use agreement, will have a valid Virginia Emergency Vehicle Operators Course (EVOC) certification and meet any other requirements of CFD for operation of an emergency vehicle.

6. Use

The Medical Director and the EMS Fellow would be allowed to take the vehicle home for emergency response from home and would be allowed to respond into Albemarle County once acceptable agreements with Albemarle County Fire and Rescue (ACFR) have been completed.

For the Department of Emergency Medicine

Date: _____

CFD Medical Director/EMS Fellowship Director

Date: _____

For Charlottesville Fire Department

Date: _____

Approved as to form:

Deputy City Attorney

Date: _____