

Ministry of Health
Office of the Deputy Premier
and Minister of Health

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February 24, 2022

eApprove-182-2021-249

Mr. Selwyn Hicks
Warden
The County of Grey
Grey County Paramedic Services
595 Ninth Avenue East County Building
Owen Sound ON N4K 3E3

Dear Warden Hicks:

Ministry of Health Agreement with The County of Grey effective 6th day of February 2014 (the "Agreement")

I am pleased to advise you that the Ministry of Health will provide The County of Grey for Grey County Paramedic Services up to \$695,628 in one-time funding for the 2021 calendar year to support various Coronavirus Disease (COVID-19) initiatives as part of the COVID-19 response in the emergency health services sector.

I am, therefore, pleased to provide you with the various COVID-19 funding that is reflected in the new budget 'COVID-19 Funding Schedule' along with related program policies, guidelines and reporting requirements attached, pursuant to section 4.2 of the Agreement. All terms and conditions contained in the Agreement remain in full force and effect.

The Assistant Deputy Minister of Emergency Health Services will write to The County of Grey shortly concerning the terms and conditions governing the funding.

Thank you for your ongoing dedication and commitment to protecting the health and safety of the people of Ontario during the COVID-19 pandemic.

Sincerely,

A handwritten signature in cursive script that reads "Christine Elliott".

Christine Elliott
Deputy Premier and Minister of Health

c: Ms. Kim Wingrove, Chief Administrative Officer, The County of Grey
Ms. Susan Picarello, Assistant Deputy Minister, Emergency Health Services Division

COVID-19 Funding Schedule

Funding Breakdown

Re: Ministry of Health Agreement with The County of Grey effective the 6th day of February 2014 (the “Agreement”)

COVID-19 one-time funding pursuant to section 4.2 of the Agreement. All terms and conditions contained in the Agreement remain in full force and effect.

Recipient Name	TP Recipient #	Funding Initiative	Previously Funded			Total Previously Funded	This Funding Letter	Total Funding to Date
			FY2019-20 Mar	FY2020-21 Apr-Dec	FY2020-21 Jan-Mar		FY21-22	
			A	B	C	D = A+B+C	E	F = D+E
The County of Grey for Grey County Paramedic Services	287	COVID-19 General Expense Funding	17,551	668,921	127,338	813,810	565,314	1,379,124
		Vaccine Distribution Funding	-	-	-	-	118,842	118,842
		Incident Management System Funding	-	-	-	-	11,472	11,472
Total			17,551	668,921	127,338	813,810	695,628	1,509,438

Funding Related Program Policies and Guidelines

COVID-19 General Expenses

1. Purpose

- To provide one-time funding to support paramedic services and dispatch centres as part of the COVID-19 response in the emergency health services sector.

2. Eligible Expenses

- Eligible expenses include extraordinary costs incurred above and beyond regular ongoing emergency health services operating costs, related to COVID-19 planning, preparation and response activities for suspected and confirmed cases.
- Eligible expenses are to be categorized as follows and supporting documentations will be required:

Salaries, Wages and Benefits	All staff positions' categories of salaries, wages and benefits for duties performed that were directly related to COVID-19.
Training	All categories of training related to COVID-19 training, including development of training, back-fill and overtime for regular staff while on training and travel for training etc.
Equipment, Materials and Supplies	Purchase and related costs for the acquisition of personal protective equipment (PPE - see list below), powered air purifying respirators (PAPRs) with hood barriers and other medical equipment, medication and other supplies, modifications to ambulances (see list below) and workspaces, etc.

- **PPE may include:**

Fit tested, seal-checked N95 respirators, full face shields, supplemental safety eyewear, gloves with extended cuff, single-use (disposable) impermeable aprons, full body barrier protection such as single use (disposable) impermeable gown that extends to at least mid-calf, single-use (disposable) impermeable boot covers that extend to at least mid-calf, and single-use (disposable) surgical hood, single use (disposable) impermeable coveralls with integrated or separate hood and integrated or separate impermeable boot cover.

- **Modifications to ambulances may include:**

Designated ambulances prepared for COVID-19 including draping material, driver compartment barriers, containment supplies such as impermeable bags to protect on-board equipment, disposable containment supplies such as containers for contaminated PPE

3. Non-Eligible Expenses

- Any expenses that are not specifically and exclusively related to COVID-19 such as costs related to infrastructure or major equipment expenditures etc.

4. Paramedic Services Obligations

- Be required to determine and identify eligible COVID-19 related expenses.
- Make reasonable efforts to set out COVID-19 related expense as a separate line item from other amounts.
- Only use one-time COVID-19 related funding for the purposes of paying eligible COVID-19 expenses.
- Provide the supporting documentation (copies of invoices, general ledger, postings or other documents) for actual expenses incurred.
- The paramedic services will be required to return any funding not used for the intended purpose. Unspent funds are subject to recovery in accordance with the Province's year-end reconciliation policy.

Reporting Requirements

- Annual reconciliation and attestation
- The paramedic services are required to submit audited financial statements with its annual reconciliation report. The audited financial statement must include appropriate disclosure regarding the paramedic services revenue and expenditures related to the COVID-19 expenses.
- For the purposes of program evaluation and audit, the Province will seek assurances the funds have been disbursed as intended by these terms and conditions, through the submission of a written attestation from the paramedic services.
- All funding recipients will be required to submit such attestation with your actuals at year-end.
- The ministry will then provide or recover the balance owing, as applicable.

Vaccine Distribution Expenses

1. Purpose

- To provide one-time funding to support paramedic services with expenses incurred relating to vaccine distribution costs.

2. Eligible Expenses

- Eligible expenses include extraordinary costs incurred above and beyond regular ongoing emergency health services operating costs, related to COVID-19 vaccination planning, preparation and response activities.
- Distribution cost includes incremental paramedic wage and/or overtime, equipment/material/supplies used, and other costs incurred as part of the vaccine distribution effort.
- Eligible expenses are to be categorized as follows and supporting documentations will be required:

Salaries, Wages and Benefits	All staff positions' categories of salaries, wages and benefits for duties performed that were directly related to COVID-19 vaccination.
Equipment, Materials and Supplies	Purchase and related costs directly for the distribution and administration of COVID-19 vaccine.

3. Non-Eligible Expenses

- Any expenses that are not specifically and exclusively related to vaccination expenses.
- Expenses that have already been reimbursed from partnership with mass vaccination clinics, hospital clinics, public health units and/or other partnership.

4. Paramedic Services Obligations

- Be required to determine and identify eligible vaccine distribution related expenses.
- Make reasonable efforts to set out vaccine distribution related expense as a separate line item from other amounts.
- Only use one-time vaccine distribution related funding for the purposes of paying eligible vaccine distribution expenses.
- Provide the supporting documentation (copies of invoices, general ledger, postings or other documents) for actual expenses incurred.
- The paramedic services will be required to return any funding not used for the intended purpose. Unspent funds are subject to recovery in accordance with the Province's year-end reconciliation policy.

Reporting Requirements

- Annual reconciliation and attestation
- The paramedic services are required to submit audited financial statements with its annual reconciliation report. The audited financial statement must include appropriate disclosure regarding the paramedic services revenue and expenditures related to the vaccine distribution expenses.
- For the purposes of program evaluation and audit, the Province will seek assurances the funds have been disbursed as intended by these terms and conditions, through the submission of a written attestation from the paramedic services.
- All funding recipients will be required to submit such attestation with your actuals at year-end.
- The ministry will then provide or recover the balance owing, as applicable.

Incident Management System (IMS)

Scope of Service

The recipient will:

- Work in collaboration with the IMS table, CritiCall Ontario, Ornge and the Emergency Health Programs Management and Delivery Branch, to develop a process to facilitate the IMS directives as efficiently and effectively as possible.
- Provide dedicated resources over and above existing paramedic services operations to facilitate the management of hospital surge capacity.
- Conduct transports that are directed by the IMS directives through Provincial and Regional Command Tables.

Reporting Requirements

- Annual reconciliation and attestation
- The paramedic services are required to submit audited financial statements with its annual reconciliation report. The audited financial statement must include appropriate disclosure regarding the paramedic services revenue and expenditures related to IMS expenses.
- For the purposes of program evaluation and audit, the Province will seek assurances the funds have been disbursed as intended by these terms and conditions, through the submission of a written attestation from the paramedic services.
- The ministry will then provide or recover the balance owing, as applicable.
- Track and report IMS expenses and number of IMS transports separately as part of your reports set out in the Agreement.
- All funding recipients will be required to submit such attestation with your actuals at year-end.