



Arkansas Department of Health

5800 West 10th Street Suite 800 • Little Rock, Arkansas 72204-1763 • Telephone (501) 661-2262

Governor Mike Beebe

Paul K. Halverson, DrPH, FACHE, Director and State Health Officer

Memorandum

To: Arkansas Licensed Ambulance Service

From: Brian Nation, Trauma Systems Administrator
Section of EMS & Trauma Systems

Date: January 8, 2010

Re: Trauma EMS Start-Up Grant

The Section of EMS and Trauma Systems, Arkansas Department of Health has completed the enclosed paperwork for your facility's Trauma EMS Start-Up Grant. Please review the paperwork and **sign or fill out all of the spaces** on the indicated pages in [Blue Ink](#) and return to:

Section of EMS and Trauma Systems
ATTN: Brian Nation
Arkansas Department of Health
5800 West 10th Street, Suite 800
Little Rock AR 72204-1763

Once the paperwork is returned the complete grant packet will be processed by contract support at the Arkansas Department of Health and a copy will be sent to your facility. Once you have received the final copy of the grant, you will need to submit an invoice to the Section of EMS and Trauma Systems for payment. The invoice is available for download under the "EMS Grant Invoice" section of the following web site:

<http://www.healtharkansas.com/ems/>

The spreadsheet contains two tabs. It may be necessary to maximize the screen once the document is open on your computer. The first tab is the actual invoice and the second tab is an example describing how the spreadsheet may be filled out. If you need any additional information, please feel free to call (501) 661-2262 for assistance.