

Temporary Medical Oversight Services Agreement

This Agreement is made as of date of last signature below by and between:

- **City of Everett** (hereinafter "Fire Department" or "Client"), with a principal place of business at 2801 Oakes Avenue, Everett, WA 98201 and
- **Dr. Catharine Ryan Keay** (hereinafter "Physician" or "Provider"), with a principal place of business/residence at 16110 East Shore Drive, Lynnwood, WA 98087.

Client engages Provider to perform EMS medical delegate oversight services under the terms herein.

1. Scope of Services

Physician agrees to perform the following specific medical delegate oversight services (the "Services") in a professional and competent manner:

Duties that accord with WAC 246-976-920(3)(a), 4(a) (c), and (d), 5(a), (e), and (f), 6(a) –(c) and (e), 7(a) – (d) and (f), that are delegated or otherwise assigned by the Snohomish County Medical Program

Director to the Physician ("Services"), including the following deliverable

- Provide medical control and direction of EMS certified personnel in their medical duties. This is done by oral or written communication;
- Follow and comply with policies as directed by the Client to include a policy for storing, dispensing, and administering controlled substances. Policies must be in accordance with state and federal regulations and guidelines;
- Participate with Snohomish County and North Region EMS/TC councils and SCEMSA to develop and revise (i) regional patient care procedures; (ii) Snohomish County operating procedures, when applicable; and (iii) recommendations for improvements in medical control communications and EMS system coordination;
- Work within the parameters of the approved regional patient care procedures and the regional plan;
- Provide oversight of instructors and supervise training of all EMS providers;
- Approve providers to perform IV and IO starts on artificial training aids;
- Approve a certified advanced emergency medical technician or a paramedic to function at a lower level of certification;
- Access patient care records and reports in the statewide electronic EMS data system for EMS services under their oversight;
- Audit the medical care performance of EMS providers in accordance with the MPD quality improvement plan;
- Perform counseling and assign remediation regarding the clinical practice of EMS providers;
- Approve equipment and medications used to provide medical care by EMS personnel;
- Make recommendations for corrections for EMS services that are out of compliance with the regional plan to the department in accordance with WAC 246-976-400; and

2. Term of Agreement

The initial term of this Agreement shall commence on March 1, 2026 and shall continue until September 30, 2026 (the "Term". The Physician and the Everett Fire Chief may agree in writing, without formal amendment to this Agreement, to further extend the Term of this Agreement to a date not later than December 31, 2026. Either party may terminate this Agreement before the end of the Term by 30-days prior written notice to the other party.

3. Compensation

For the satisfactory performance of the Services, Client shall pay Provider a fixed fee of \$\$5960 per month, paid in arrears.

- Payment Schedule: Payment(s) will be made within 30 days after receipt of invoice from Physician.
- Physician is responsible for all its own business expenses unless otherwise agreed upon in writing.

4. Independent Contractor Status

Physician is an independent contractor and not an employee, agent, or partner of the Client. Physician is solely responsible for all its own taxes, insurance, and other employment-related liabilities.

5. Confidentiality

Physician acknowledges that she may have access to confidential and sensitive information. Physician agrees to keep all such information confidential and not disclose it to third parties without prior written consent from the Client. This obligation survives the termination of the Agreement.

6. Compliance with Laws and Regulations

Provider agrees to comply with all applicable federal, state, and local laws and regulations, including those related to healthcare privacy and confidentiality (e.g., HIPAA). During the Term of this Agreement, Physician shall be a physician licensed to practice medicine in Washington.

7. Insurance

Provider shall maintain comprehensive professional and general liability insurance at levels required by law and as necessary to cover the duties herein. Provider will provide proof of insurance to the Everett Fire Chief.

8. Governing Law

This Agreement shall be governed by and construed under the laws of the State of Washington.

9. Entire Agreement/Modification

This Agreement constitutes the entire understanding between the parties and may only be modified by a written agreement signed by both Parties.

The Parties, having read and understood the terms of this Agreement, agree to be bound by them:

City of Everett

Signature: 

Name (Printed): Cassie Franklin

Title: Mayor

Date: 04/07/2026

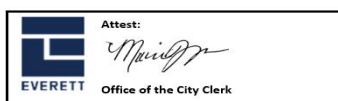
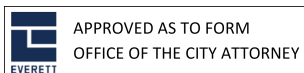
Catharine Ryan Keay, MD, FACEP

Signature: *Catharine Ryan Keay*

Name (Printed): Ryan Keay

Title: Delegate EMS Physician

Date: 04/07/2026












Everett Fire Temporary Medical Oversight Services Agreement_SD

Final Audit Report

2026-04-07


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