



Virginia Office of EMS

EMS Officer I Program

Homework Assignment – Module 4 - Chapter 14 – Budgeting

1. Budgeting and purchasing are two aspects of an agency's financial processes. Financial processes should be in place to help ensure the agency can meet:
 - a. _____
 - b. _____
 - c. _____

2. A budget is an itemized summary of estimated revenues and expenditures.
 - a. Revenues are _____
 - b. Expenditures are _____

3. The budget process is a cycle which includes the following:
 - a. _____
 - b. _____
 - c. _____
 - d. _____
 - e. _____
 - f. _____

4. Revenue obtained from specific sources such as grants awards and Virginia "Return to Locality" four for life EMS funds must be spent for specific purposes. These sources of funds are often referred to as "_____ " funds.

5. Within a budget it is often possible to move unrestricted funding from one category to another when one category has remaining funds and another is overspent. Such moves generally occur towards the end of a budget year. The role of an EMS Officer in these circumstances would include: _____



6. Today's economy has taken its toll on the bottom line for many EMS agencies who must "pinch" pennies to make ends meet. The expense of operating an ambulance or squad truck and the housing for equipment and personnel requires funding for:

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____



7. When revenue drops, the ability of an EMS agency to provide its services in an effective manner will be greatly impacted resulting in an agency either reorganizing to meet the challenges or being forced to close their doors. Options include:
 - a. _____
 - b. _____
 - c. _____
 - d. _____
 - e. _____

8. As an EMS Officer I you will manage only a small portion of the agency budget, but take that responsibility seriously, you and your agency's survival depend on it.
 - a. TRUE
 - b. FALSE

9. If an agency does not have a steady revenue stream, then quite often they will be unable to meet the expenses of their operation and will be unable to continue their service to the community.
 - a. TRUE
 - b. FALSE