

Miles O. Darby  
160 Susan Drive  
Blairsville, PA 15717  
Cellular: (412) 335-5367 Work: (412) 647-6910  
Personal: [miles.darby@comcast.net](mailto:miles.darby@comcast.net) Work: [darbymo@upmc.edu](mailto:darbymo@upmc.edu)

**Paramedic/  
Instructor:** Commonwealth of Pennsylvania - Paramedic  
Expiration: 12/31/2023

**EDUCATION:** 1983-1985 Coronado High School, El Paso, Texas, Diploma  
1986 U.S. Army, Combat Medical Specialist, Diploma  
1987 City Colleges of Chicago, Emergency Medical Technician, Certificate  
1990 Community College of Allegheny County, Paramedic, Certificate  
1992 Center for Emergency Medicine, EMS Instructor, Certificate  
2007 Atlantic University – Bachelor of Science in Community Health Services

**EXPERIENCE:**

1986-1989 U.S. ARMY COMBAT MEDIC, FULDA, FRG

Post responsibilities included:

- Function under the supervision of a Physician and Physician Assistant
- Assessment and treatment of patients during sick call at the post infirmary
- Ordering laboratory test and x-rays as needed
- Assisting the regiment Physician and Physician Assistant with the dispensing of medications

Field duties included:

- All aspects of medical care for both the trauma and medical patient
- Evacuation of the patient to a higher level of care if needed

Combat Lifesaver Instructor

1989-2004 MUTUAL AID AMBULANCE SERVICE, INC., GREENSBURG, PA  
PARAMEDIC/SUPERVISOR

1990 – 2004 Clinical Paramedic

- Respond to emergency and non-emergency requests
- Provide care as outlined by the DOH scope of practice

1998 - 2004- Station Manager, administration duties include:

- Overseeing employee duties and remediation
- Schedule management of staff
- Scheduling, precepting and training new paramedics and EMTs
- Special event planning and staffing
- Quality assurance for patient care and documentation
- Billing review for business office
- Interviewing potential employees
- Community outreach
- Contract management
- Agency representative to local municipal leaders and organizations

1991-present EMS INSTRUCTOR

2002-2022 CENTER FOR EMERGENCY MEDICINE, PITTSBURGH, PA

EMS Instructor

Lead EMT Instructor for Freedom House EMT Course; Cohort 1 and 2

1991-2020 MUTUAL AID AMBULANCE SERVICE, INC TRAINING INSTITUTE, GREENSBURG, PA

Lead Instructor for EMR and EMT programs

Assistant instructor for Paramedic program

1999-2005 INDIANA UNIVERSITY of PENNSYLVANIA, INDIANA, PA

Municipal Police Officer Special Instructor

2000-2016 COMMONWEALTH of PENNSYLVANIA (contractor)

Psychomotor Exam Evaluator

2003-2006 COMMUNITY COLLEGE OF ALLEGHENY COLLEGE, PITTSBURGH, PA

Primary EMS Instructor

2003-Present UPMC, PITTSBURGH, PA

2003 – 2004 CLINICAL PARAMEDIC

Provide care to patients in austere environments according to the DOH scope of practice

2004 – 2021 EMS SPECIALIST

- Manage the Post-Acute Resource Center (PARC) and for the transportation network.
- Contract manager overseeing first aid operations at two major amusement parks
- Credentialing of EMS providers
- CQI/CQA
- Develop and instruct various educational programs
- Outreach with EMS agencies and communities
- Disaster management
- Develop and manage budgets
- DOH and HRSA reporting
- EMS billing and invoice review, approval, and processing for hospitals
- DEA management for EMS agencies under medical direction
- Assist with regulatory and compliance, business development and complaint investigations
- EMS West Regional Conference committee member

2021- Present Manger of Operations, Office of Referring Physician Relations

- Develop and maintained working relationships with physicians, clinicians, department managers, EMS and other leaders throughout various healthcare facilities
- Maintain departmental telephone compliance and data gathering through departmental processes
- Complaint investigations and provide feedback to requestor
- Performance evaluations for supervisors and staff and ensure appropriate customer service by agents
- Recruitment, interviewing, termination as part of staff management, monitoring, and oversight
- Work with IT and ISD for technology support and improvements
- Assist with development of operational protocols and procedures
- EMS transportation contact oversight and management
- EMS invoice review for appropriate billing to hospitals
- Ensure staff coordinate transportation in accordance with established policies

2013 - Present INTERNATIONAL TRAUMA LIFE SUPPORT

2013 - present PENNSYLVANIA CHAPTER COORDINATOR

- Oversee the instructional process within the Pennsylvania Chapter
- Chapter reporting to the Executive Committee
- Track instructor monitoring for renewal
- Assist coordinators with planning of programs
- Assist affiliate faculty with program oversight and monitoring
- Assist students with individual needs
- Assist training facilities with program development
- Planning of annual meeting
- Member of the Executive Committee
- Chair for Advisory Committee
- Business development and training expansion within the Chapter
- Chapter delegate at the International Conference

2016 -Present BOARD of DIRECTORS, ITLS

- Function as a Director on the Board for ITLS
  - 2021 – elected as the Treasurer Secretary
- Current Committee member for:
  - Executive Committee
  - Chair, Finance Committee
- Previous Committee Chair for:
  - Nominating Committee
  - Conference Planning Committee
- Previous Committee Membership:
  - Chapter and Training Center Support
  - CMS BOD workgroup
  - Conference Planning Committee
  - Innovation Committee