

**EMS FIRST RESPONDER POLICY**

**EMS RUN SHEET REFUSAL FORM**

**DESERTED CHILD POLICY**

## EMS OPERATIONAL GUIDELINES

- I. **Current response criteria—see attached.** (Will attach the current dispatch protocol or incorporate into the guidelines.)
- II. **Apparatus response and use of personal vehicles (POV's)**
  - A. **Responses are to be completed in Fire Department Apparatus or as stated below.**
  - B. **Responding Apparatus:**

**Calls in District 91, 92, and 94 areas:**  
SQ-91 or SQ-92 to all EMS calls (up to four (4) personnel).  
E-91/92 to all MVA's, or if fire protection is indicated.  
Mutual aid with Springfield or Lowellville may be called as needed.
  - C. **Calls in the Station 93 area:**  
SQ-93 to all EMS calls (up to four (4) personnel).  
E-93 to all MVA's or if fire protection or additional manpower is needed.  
Mutual aid with Lowellville or Coitsville may be called as needed.
  - D. **Direct Response by EMS personnel to EMS scene:**  
EMS personnel that have medical equipment and turnout gear with them should not pass an EMS scene responding to a Station. Notification of arrival on the scene should be made via radio or telephone communications to Central Communications. Scene assessment and communications is imperative. This section does not apply when the nature of the call suggests potential danger.
  - E. **Probationary Personnel (First Year):\*\*\***  
Probationary personnel must follow District policy regarding the use of lights and sirens.
- III. **Medical Protocol:**

Hands on patient care activities will be performed only by EMS personnel that are:

  - \* State Certified
  - \* Hold current NEOEMS, Inc. protocol.
- IV. **EMS Scene Operations:**

Operations and activities at EMS scenes should be controlled and coordinated. The Officer or Senior Firefighter/EMS should take command. Deployment of personnel and equipment should be orderly and functional to meet the needs of the EMS emergency.

  - A. **Residential Calls:**

No more than three (3) Fire Department EMS personnel should be inside any residence unless requested by the Officer or Senior Firefighters on the scene. Additional personnel on the scene should stay with apparatus, assist the ambulance, direct traffic or perform duties as assigned. Orderly, quiet and professional conduct is imperative.

**B. Motor Vehicle Accident Scenes: (Refer to current Accident SOG)**

Excessive personnel on the scene of an MVA create a safety hazard as well as increasing confusion at the scene. Proper Incident Command procedures must be followed. The Officer or Senior Firefighter should assume command and effectively use resources. Additional personnel should assume duties of traffic control, scene safety or remain with apparatus until deployed.

**C. Fire Scenes:**

EMS operations such as staging rehab and triage areas are the responsibility of the Incident Commander. EMS personnel should follow Department SOG's for Incident Command.

**V. Run Documentation and Reporting:**

**A. NEOEMS, Inc. Run Report:**

The NEOEMS, Inc. run report will be completed on all District EMS events that result in a response. This report should be completed as much as possible in the field, with a copy being provided to the transporting ambulance. The form may be fully completed upon returning to quarters. Completed forms should be placed in a run sheet box located in each station. These sheets will then be collected for processing.

**B. Ohio Fire Incident Report (State Report form):**

This report may be completed upon returning to quarters and may accompany the NEOEMS, Inc. run report. The report should reference mutual aid situations, including the time(s) medical assistance was requested and by what requesting jurisdiction.

**C. Department Attendance Report:**

This report is to be completed upon returning to quarters and should accompany the above reports.

**VI. Equipment Replacement Procedures:**

**A. Disposable Equipment:**

Disposable equipment should be exchanged with the transport ambulance at the scene when possible. Agreements are in place with the transporting companies.

**B. Equipment Inventories:**

Jump kit inventories should be maintained by securing equipment the District Quartermaster. Documentation of equipment used should be noted on the inventory log sheet.

**C. Oxygen**

Oxygen bottles should be replaced from the supply of full oxygen bottles, in the station rack.

## **GUIDELINES FOR CARING FOR A DESERTED CHILD**

A parent may voluntarily desert a child under 72 hours old at an emergency medical service organization.

An emergency medical service organization receiving a deserted child shall do those things stated in R.C. Section 2151.3517.

Please Note: At this time neither the “Medical Information Form” or the “Written materials describing the services available to assist parents and newborns” are available from the Department of Job and Family Services.

The following SOG will be used when a person attempts to place a child in the custody of the Fire Department.

Any fire department staff contacted by a person attempting to leave an infant at the fire station shall immediately notify a station Officer. The officer shall first attempt to gain as much information from the party as possible for completion of documents prepared by the appropriate agency and/or an EMS run report. The Officer shall review this SOG and attempt to comply with the appropriate sections.

As soon as possible the following notifications are to be made:

Dispatch (Request Ambulance)  
Fire Chief/Assistant Chief  
Police Department Officer in Charge  
Children Services Board

The infant **shall** be transported to the emergency room for evaluation and treatment as soon as reasonably possible. Children Services **shall** be advised as to the location which the child was sent during the notification call.

**If in the opinion of the staff the child has any injuries, the police shall be notified and the police should detain the person as required by the law.**