

Manitoulin-Sudbury District Services Board POLICY & PROCEDURES MANUAL	
Section: G. Emergency Medical Services	Effective Date: July 1, 2004
Topic: 2. Communications Directives	Replaces: New
Subject: 6. Vehicles Removed/Returned to Service	
Policy No. G.2.6.	Page 1 of 1

PURPOSE

To ensure that the Communications Officer is notified when vehicles are removed and returned to service.

APPLICATION

Paramedics, EMAs, Field Managers

PROCEDURE

- 1) EMAs/Paramedics shall notify CACC immediately when a vehicle is removed from service for any period of time for maintenance, cleaning or any other reason.
- 2) The EMA/Paramedic will also notify CACC immediately when the vehicle is returned to service.
- 3) When radio equipment needs to be repaired, replaced or maintained, the problem is to be forwarded to management in writing in the approved format before the end of the shift.
- 4) In the event of a radio failure, the EMA/Paramedic will notify the dispatch centre by telephone and remain available by telephone until a spare vehicle can be arranged.
- 5) During a complete radio failure the paramedic will notify the Duty Officer as soon as reasonably possible by phone.

REFERENCE