

Manitoulin-Sudbury District Services Board POLICY & PROCEDURES MANUAL	
Section: G. Emergency Medical Services	Effective Date: April 1, 2007
Topic: 2. Communications Directives	Replaces: July 1, 2004
Subject: 7. Notification of Management /Duty Officer	
Policy No. G.2.7.	Page 1 of 2

PURPOSE

To ensure that Management is notified by the Communications Officer of every/all situations that may compromise resources needed to render the full scope of EMS.

APPLICATION

Paramedics, EMAs, Field Superintendents

PROCEDURE

The EMS Duty Officer shall be notified of every/all situations that has, or may compromise any of the resources need to render the full scope of EMS to the public throughout the Manitoulin-Sudbury DSB EMS catchment area. This includes;

1. When ambulance availability is below the minimum emergency coverage statement or when CACC cannot provide emergency coverage as required by the emergency coverage plan.
2. When non-urgent transfers have been delayed greater than 1 hour over the promised pick up time for Code 2 (scheduled) calls and greater than 2 hours over the promised pick up time for Code 1 (non-scheduled) calls.
3. Where there is an incident involving an employee of Manitoulin-Sudbury DSB EMS (including but not limited to employee injury).
4. Where there is an incident requiring three or more responding ambulances.
5. When there is an incident involving 4 or more patients or an incident requiring a command post such as a fire or explosion.
6. Any CBRNE incidents
7. Evacuation of any facility, bomb threat, hostage situation, armed stand off, within our jurisdiction.
8. Where there is critical equipment and or vehicle failure.
9. Incidents where access to a patient is likely to be delayed or Paramedics need to request a different mode of transportation to access the patient (i.e. major road closure, remote call, snow machine trails, water rescue).
10. When there are on-scene times of more than 45 minutes.
11. When there is an accident involving a Manitoulin-Sudbury DSB EMS vehicle (including but not limited to a vehicle breakdown and collision).
12. Whenever there are concerns that could have a negative impact on the operations of Manitoulin-Sudbury DSB EMS/SMU

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REFERENCE

Manitoulin-Sudbury DSB EMS/SMU Deployment Plan