

Manitoulin-Sudbury District Services Board POLICY & PROCEDURES MANUAL	
Section: G. Emergency Medical Services	Effective Date: May 31, 2013
Topic: 4. Operations Directives	Replaces: May 20, 2010
Subject: 45. Third Party Transport	
Policy No. G.4.45.	Page 1 of 3

PURPOSE

To ensure the safety and comfort of passengers who request to accompany a patient (family/friends) or are assigned by the sending facility (staff/family) to accompany a patient.

APPLICATION

Paramedics, EMAs

PROCEDURE

1) Family/Friends:

- The passenger needs verbal consent of Paramedics.
- The patient's family/friend shall be given proper consideration. **Denial of family/friend should only be considered under the following circumstances:**
 - I. **Communicable diseases present**
 - II. **The family/friend escort will have a negative effect on the patient**
- **If family/friend is not permitted to accompany patient, the paramedic must state the reason for their decision on the Patient Care Report (PCR)**
- Paramedics shall document the name and relationship of the accompanying passenger on the PCR.
- The number of passengers carried shall not exceed the number of available seating positions with seatbelts.
- Passengers may ride in the patient compartment **or the drivers compartment** at the discretion of the Paramedic.

Before an escort is permitted the Paramedic must inform the escort of the following:

- a) **The ambulance may be sent on another call while in transit**
- b) **Once the patient and escort are transported to the receiving destination the ambulance is no longer responsible for the patient or escort**
- c) **If there is another patient transport required while enroute, if there is no room available the escort may have to be dropped off at a safe location in order to make room for patients**
- d) **There is no guarantee that an ambulance will be available without delays in order to return the patient and escort once their treatment is completed at the destination facility**

2) Medical Escorts

- Persons who are in-patients of medical facilities remain the responsibility

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Topic: 4. Operations Directives	Replaces: May 20, 2010
Subject: 45. Third Party Transport	
Policy No. G.4.45.	Page 2 of 3

of the sending facility while being transported to outpatient appointments or for admission to another facility. **To mitigate risk to both parties, Paramedics will ensure that a patient escort is assigned to the transfer. In cases where a patient is being admitted to another facility an escort may not be required dependent on the patient's condition. Additionally,** these patients may be assigned a medical escort or transfer team due to their medical condition or as a requirement by the treatment destination.

- When an escort or transfer team is required to accompany the patient, Paramedics shall confirm with the sending institution that should they be reassigned, the escort or transfer team may have to locate an alternative form of return transportation.
 - The medical escort or transfer team will accompany the patient for the full duration of transport and is responsible for attending to the patient. The EMA or Paramedic will assist in attending to the patient(s).
 - **Ambulance crews shall adhere to physician's instructions as long as the instructions are within the paramedic scope of practice.**
 - **The ambulance crew shall continue to be responsible in regards to alternate destinations, warning systems and the speed travelled.**
 - Escorts must be documented on the PCR according to the current Documentation Standards.
 - Paramedics are encouraged to return the medical escort/ transfer team **and any medical equipment** when possible **as long as:**
 - Ambulance calls assigned by CACC take precedence.
 - If the ambulance is reassigned and there is no space left after loading the patient(s), the hospital staff and equipment may be left at the scene.
 - Waiting for staff will not interfere with the normal return of an ambulance resource to their area.
 - **The ambulance home station is in the same locale as the originating hospital.**
 - **Multiple patients are not being transferred back to our area which could pose a space limitation in the vehicle**
 - **The return time of the ambulance is not compromised.**
 - **When conflict arises involving any of the above, the hospital staff and or medical equipment shall be left at the destination hospital or the next closest hospital to theirs. From that point they will have to make their own arrangements for return.**
 - **Hospital personnel and equipment will not be dropped off at public transit depots, taxi stands or ambulance stations.**
- 3) A doctor, in an ambulance at any time, has full responsibility for the patient care that is rendered. All decisions made by the doctor, as to the patient care

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Topic: 4. Operations Directives	Replaces: May 20, 2010
Subject: 45. Third Party Transport	
Policy No. G.4.45.	Page 3 of 3

required, will be carried out by Paramedics only if it is within their scope of **practice certified by the North Eastern Pre-hospital Care Program for Manitoulin Sudbury EMS primary care paramedics**

- **NOTE:** If Paramedics/ are unsure if the person claiming to be a doctor is in fact a doctor, they must request identification.
- The doctor's name and involvement must be documented on the PCR according to the current Documentation Standards.

- 4) Passengers shall be refused transport unless they use the seatbelts provided.
- 5) For other passengers, refer to Manitoulin-Sudbury District Services Board Policy & Procedure G.4.10 Observers Riding in Vehicles.

REFERENCE

Manitoulin-Sudbury District Services Board, *Observers Riding in Vehicle*, Policy and Procedure G. 4.10.

Ministry of Health and Long Term Care, Emergency Health Services Branch, 2007, *Basic Life Support Patient Care Standards*, Queens Printer for Ontario

Ministry of Health, Emergency Services Branch, *Documentation Standards*, The Crown in Right of the Province of Ontario