

Manitoulin-Sudbury District Services Board POLICY & PROCEDURES MANUAL	
Section: G. Emergency Medical Services	Effective Date: May 30, 2010
Topic: 6. Vehicles, Equipment & Facilities	Replaces: July 1, 2004
Subject: 13. Station Equipment Inspection	
Policy No. G.6.13.	Page 1 of 1

PURPOSE

To ensure each ambulance base incorporates a consistent and regular base inspection which:

- 1) Gives appropriate attention to general maintenance requirements;
- 2) Eliminates any unnecessary breakdown or depletion of equipment; and
- 3) Ensures proper quantities of supplies and equipment.

APPLICATION

Paramedics, EMAs, Management

PROCEDURE

- 1) The Field Managers shall be responsible for performing regular base inspections and shall take appropriate action to ensure that proper standards are maintained.
- 2) Paramedics/EMAs shall check the bases once a week and advise Management of;
 - a) Any Occupational Health and Safety Issue that may be present.
 - b) Any base maintenance issues that may require follow up.
 - c) Any base stock that does not appear to be functioning as required
 - d) Any base stock that is below station requirements as per the station check sheet.
 - e) Requirements “c” and “d” do not include any vehicle equipment issues that are to be check on a per shift basis.
- 3) All Paramedics/EMAs shall be responsible for notifying (by incident report) the Management of any depletion, malfunction or damage to any equipment structures or supplies within their base.
- 4) Occupational Health & Safety station liaisons will inspect the bases monthly as per the OHSAO.

REFERENCE

Occupational Health and Safety Act of Ontario.