

VILLAGE OF PLOVER FIRE DEPARTMENT

STANDARD OPERATING PROCEDURE

Policy Number:	1305	Section:	1300 EMS OPERATIONS
Subject:	EMS Response Guidelines		
Effective Date:	12/05	Author:	
Purpose:	To establish a consistent set of guidelines for all department members when signing up for and providing EMS calendar staffing.		

Guideline:

1. Each EMT shall acknowledge over the radio they are responding to the scene of a call.
2. Each EMT shall acknowledge over the radio when they have arrived on-scene of a call.
3. The first arriving EMT on-scene shall respond to the patient with the EMS Kit.
4. Each EMT shall assist the ambulance crew with any/all patient care until the ambulance crew assumes all patient care.
5. One (1) EMT shall acknowledge over the radio when Plover EMT's have completed their assignment and are released for additional service.
6. During periods of multiple responses the EMT's assigned shall split their response as to provide service to both scenes if applicable.
7. An EMT may request additional assistance (i.e. personnel, apparatus, equipment) from the department at anytime. Requests shall be made through dispatch so the appropriate type of personnel, apparatus, and equipment may be deployed.
8. Circumstances may dictate that an EMT may not be able to respond due to other assignments (i.e. fires, rescues, EMS calls, etc.). In the event we are unable to respond you may consider requesting mutual-aid from another first responder agency (i.e. Amherst, Stockton, Bancroft, Grand Rapids).
9. One (1) EMT shall respond to all structure fires in the Village of Plover, and contracting townships of: Town of Plover and Town of Buena Vista. One (1) EMT shall remain in the Village of Plover for responding to any medical calls. 1st Responder personnel from Town of Stockton shall be requested by the Officer-In-Charge (OIC) for structure fires in that township.
10. EMT personnel are reminded that under certain circumstance (i.e. large fires, large scale incidents of weather, etc.) they may not be able to respond to all EMS incidents. Remember to handle the incident at hand, and back fill with additional EMT members and/or mutual-aid agencies when necessary.

RESPONSIBILITY:

It shall be the responsibility of each EMT to ensure they understand and follow this guideline at all times.