

EMERGENCY MEDICAL SERVICES

Fire Department Town of Menasha
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Section 39
Last Revised 12/12

39.01 Scope:

The Town of Menasha Fire Department began offering a limited response First Responder Program in February of 1997. Prior to this date, no EMS services had been provided by the fire department. Service priority is to supplement Gold Cross Ambulance (primary provider) on life-threatening EMS incidents to the best of our ability and available resources at the time of an incident. Only fire department personnel who meet the criteria of TMFD S.O.G. 3.45- 3.49 (First responder Position Description) can provide first responder services.

39.02 Operations:

First Responder Emergency Medical Services will be provided by the Town of Menasha Fire Department First Responders to include, but not limited to the following situations:

- A. Fire Department Training Evolutions/Drills.
- B. Use at TMFD Emergency Operations along with Gold Cross Ambulance.
- C. Major Disasters - multiple patients when all other EMS resources have been utilized.
- D. Specific incident requests from law enforcement agencies such as TMPD, Winnebago County Sheriff's Office or the State Patrol.
- E. Specific incident requests from Gold Cross Ambulance.
- F. Town of Menasha Fire Department First Responders (TMFDFR's) will be dispatched, by the Winnebago County E911 System when a citizen requests emergency medical aid. The TMFD First Responders will work closely with the TMPD, Winnebago County Sheriff, State Patrol, and Gold Cross Ambulance who is the primary provider of EMS, to coordinate operations.
- G. Normally the Town of Menasha Fire Department First Responders will only be dispatched on EMS incidents that are coded in the medical priority dispatch protocols as "B" - Boy, "C" - Charlie, "D" - David, or "E" - Edward. On "A" - Adam or "O" - Ocean response protocols we will respond as requested by the communication center.

39.03 Response:

- A. Normally TMFDFR's respond in personal vehicles abiding by all appropriate statutory traffic laws. The use of red lights on personal vehicles is optional and only authorized if written permission is obtained annually from the Fire Chief. Emergency lights on personal vehicles must **ONLY** be used when parked at an emergency.

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- B. The officer in charge of a TMFD vehicle can choose to respond to a medical emergency in an emergency response mode as long as there is at least one qualified first responder on the vehicle. The TMFDFR is in charge of any issues concerning patient care while on the scene, with the vehicle officer maintaining control of the fire apparatus.
- C. Vehicle accidents with injury responses include the dispatching of fire apparatus along with the TMFDFR's. Vehicle accident scenes can provide unique circumstances along with personnel safety concerns. While some TMFDFR's may respond to the scene, additional personnel are needed to staff the fire apparatus. Good communication must be utilized so that we have TMFDFR's responding along with necessary fire apparatus. No TMFDFR's are allowed to respond to accident with injury calls located on any of the highways due to safety concerns for personnel. If the incident is located on a highway, all first responders shall respond to the station and ride on the apparatus.
- D. First responders should not respond to the scene if they are not properly equipped to provide assistance at the scene. They may put themselves or the patient at risk without the proper equipment available.

39.04 Primary Provider:

- A. Gold Cross Ambulance is currently the primary EMS provider in the Town of Menasha. Guidance related to TMFDFR care and protocols shall be coordinated and supervised through our Gold Cross Ambulance Medical Director.
- B. Once TMFDFR's are dispatched to an incident, with a "patient", all patient care issues must be transferred to Gold Cross Ambulance personnel for final disposition.
- C. Under no circumstances shall a TMFD First Responder or any fire department employee provide patient "transport" service with a private vehicle or Town of Menasha vehicle.

39.05 Radio Designation:

Responding first responders shall use "FR - 40, FR - 41 or FR - 2- 40, FR - 2-41" as the official unit radio designations along with their badge number.

39.06 Documentation:

A NFIRS fire and EMS report shall be completed in Firehouse for each incident and each patient encountered with a minimum of the following documentation:

- A. Location of the incident
- B. Patient Name
- C. Patient date of birth
- D. Chief Complaint
- E. Actions taken
- F. Vital Signs

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- G. What care was rendered
- H. Disposition (Where was patient transported)
- I. Complete narrative of the incident

39.07 Safety/Identification:

A first responder vest (bright orange reflective tape) should be worn any time first responders are on location of an EMS call. Other clothing with other fire department identification or a uniform with badge and name tag can also be worn. If dispatched to an accident with injuries or working in the area of the roadway, reflective safety vests (lime yellow) are required for your safety.

If dispatch information or the situation seems to be of a potential criminal/violent nature, first responders shall wait until proper law enforcement clearance is given. Crimes scenes shall be protected carefully by first responders.

39.08 Lead First Responder:

At any EMS incident where more than one TMFD First Responder is present, normally the first, first responder arriving on scene is appointed as the "Lead First Responder" that shall manage radio communications, designate report responsibilities and direct other appropriate personnel for primary patient care duties. If the fire department is present, this Lead First Responder will most likely also be in charge of the EMS Operations Group.

39.09 Joint Response – Fire & First Responders:

- A. Incident Command: If the Town of Menasha Fire Department is dispatched to the same location as the first responders, it shall be considered a fire department response. Incident Command shall be established by a Fire Department Officer or crew leader.
- B. A reasonable number of first responders can be expected to respond in private vehicles (in most cases, two first responders is sufficient). Adequate staffing and access for fire apparatus response should be considered.
- C. After arrival of the initial first responder, if additional first responders are not needed at the scene in private vehicles, they shall be directed to disregard and to respond to their respective fire station.
- D. After arrival on scene for an accident with injuries, the First Responder determines that the fire apparatus is not needed; the first responder shall direct the fire apparatus to return to quarters.
- E. EMS Operations Group: If more than one first responder is on location, the first responder designated as the "Lead First Responder" will be in charge of the EMS Operations Group. The EMS Operations Group leader will report directly to the Incident Commander. An EMS ICS Vest will be provide and should be worn if at all possible. All first responders will be directed and supervised by this EMS

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Operations Group.

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39.10 Fire Department Drills/Training Exercises/Physical Ability Testing:

- A. A Lead First Responder will be designated at drills, training exercises or physical ability testing by a Station Captain, Division Chief of Training, or person in charge of this type of event.
- B. The Lead First Responder shall immediately report to the appropriate individual in charge and identify two first responders that would be available to respond in a department squad or private vehicle to any EMS calls during the event. One of the first responders shall be a qualified driver if they are utilizing a department squad for emergency response.
- C. It is preferable that the selected first responders are from different stations.

39.11 Other Organized Events:

- A. A Lead First Responder will be designated by a person in charge of the event.
- B. The Lead First Responder shall immediately report to the appropriate individual in charge and identify two first responders that would be available to respond in a department squad or private vehicle to any EMS calls during the event. One of the first responders shall be a qualified driver if they are utilizing a department squad for emergency response.
- C. It is preferable that the selected first responders are from different stations.

39.12 Limited Access Highway Responses:

First responders responding to EMS incidents on Limited Access Highways are a genuine safety concern due to limited emergency lighting, audible warning devices, limited scene lighting, safe parking limitations, and vehicle speeds.

First responder shall not respond to EMS incidents on the highways. If the TMFDFR's are dispatched to any incident on the highway, they shall request that the fire department be dispatched and respond to the station to ride on the fire apparatus.