



EAST JEFFERSON FIRE RESCUE

Standard Operating Guidelines (SOG)

Number: 2002a

Distribution of On-Duty Personnel

SECTION 1.0 PURPOSE

This SOG serves to clarify the implementation of the MOU between Jefferson Healthcare and East Jefferson Fire Rescue (EJFR).

SECTION 2.0 IMPLEMENTATION

- 2.1 EJFR in addition to responding to acute 911 emergency calls for service and various other Fire and EMS related duties will provide transfer of patient services from Jefferson Healthcare to other tertiary care facilities as the need arises under the auspices of an MOU signed between the parties April 1, 2016.
- 2.2 Depending on the number of personnel on duty on any given day, the District will not deplete on-shift personnel below one ambulance crew and one engine company consisting of at least two people each.
- 2.3 Generally the District is only staffed to handle two transfer patients at a time. If additional transfers are requested the requesting nursing supervisor will be notified that concurrent third or greater number of transfers must either be held in queue for the first available unit, or be advised to make other transfer arrangements.
- 2.4 When the District is at **minimum personnel** levels STEMI patients will receive the same priority as any 911 emergency. Transport of STEMI patients will be predicated on factors including weather, at the discretion of the Duty Chief. Call back of off-duty personnel should be considered on a case by case basis when the District minimum personnel levels are depleted.
- 2.5 Lieutenants are responsible for selecting which personnel shall be assigned each transfer out of the District on a fair and equitable basis when requested by the Duty Chief.
- 2.6 In the event that the District is at established minimum personnel and a 911 call requires the ambulance to leave the District, call back of off-duty personnel by the Duty Chief shall be initiated, along with the use of mutual aid companies to assist with District operations during a depleted personnel situation. A common sense approach to manage district assets is expected as there may occasionally be exceptions to the contents of this SOG.

SECTION 3.0 REFERENCE

Hospital MOU and District Policy #2002

EFFECTIVE DATE:

REPLACES:

FIRE CHIEF: