

	Queen Anne's County Fire & EMS Commission Operations Manual	No. 03.07
		Effective Date: August 4, 2005
	Placing Volunteer Staffed EMS Units In-Service	Revised Date: March 3, 2016

I. SCOPE

- A. This policy applies to all Queen Anne's County Volunteer Fire Departments.

II. PURPOSE

- A. The purpose of this policy is to define the guidelines for placing volunteer EMS transport units in service to be available for dispatch within their first due area and in other response areas as necessary. It will be the responsibility of Queen Anne to utilize both the volunteer staffed units and the career staffed units to maintain adequate coverage thru out the county based on the type of staffed unit and the coverage needed.

III. RESPONSIBILITY

- A. All personnel affiliated with a Queen Anne's County Volunteer Fire Department will be responsible for ensuring strict adherence to this policy.

IV. POLICY

- A. Procedure for placing volunteer staffed EMS transport units in service.
 1. Any station may call Queen Anne via public service and put themselves in service as a staffed transport unit defined as a minimum of a credentialed driver and a minimum of an EMT provider either on the unit or at the station.
 2. The personnel placing the staffed unit in service must notify Queen Anne of the available time frame.
 3. If the unit is in service for an unknown amount of time then it will be the responsibility of the personnel staffing that unit to call Queen Anne when it goes out of service.

4. Personnel staffing the unit must notify Queen Anne the type of staffed unit they are placing in service if it's either BLS or ALS and must notify Queen Anne anytime the unit changes its status while in service.
5. If a staffed transport unit not currently in service is available at a station when a call is dispatched in their second or third due area, they may contact Queen Anne and place themselves **available** for dispatch at the **discretion** of the Dispatch Supervisor.

B. Procedure for dispatching staffed units.

1. It will be the primary goal of Queen Anne to utilize all Career and Volunteer staffed units within the county to optimize the coverage with either ALS or BLS coverage.
2. In all cases the closest appropriate unit that is staffed will be the primary unit for the call.
3. Volunteer staffed units will be utilized to supplement the current career units within the county.
4. Volunteer staff units will be dispatched in their first due area and in other response areas as necessary.
5. Queen Anne should reference the Ambulance Alert Policy located in the FEC Operations Manual Section 3 Subsection 03.06 for further guidance.
6. Queen Anne Dispatch Supervisor may use their discretion to vary from this policy on a call by call basis. At all times the safety and best interests of **all** Emergency Services Personnel, patients, and the public are of prime importance.

William H. Faust, Chairman
Queen Anne's County Fire & EMS Commission