

STANISLAUS CONSOLIDATED FIRE PROTECTION DISTRICT
POLICIES & PROCEDURES

ARTICLE: C-97
SECTION: EMERGENCY MEDICAL OPERATIONS
DATE: June 3, 2017
SUPERSEDES: None, new policy
TITLE: Medical Equipment Replacement

PURPOSE: To establish a guideline for restocking disposable medical equipment and replacement of damaged medical equipment.

I. POLICY

- A. It is the policy of SCFPD that all disposable goods and equipment used in the provision of patient care WILL NOT be restocked from the transporting vehicle. Items need to be restocked will be obtained from SCFPD's EMS inventory.
- B. It is the policy of SCFPD that all equipment used for the provision of patient care will be available at all times and in working order. This procedure will provide a guideline for replacement of damaged or lost equipment.

II. PROCEDURE

- A. Routine use and restock
 - 1. Upon transfer of patient care to the transporting agency, the designated EMT or Paramedic shall obtain the patient(s) name, address, and any other information available to track the patient.
 - 2. When returning to your station, the above information will be added to the ALS SUPPLY REQUISITION FORM. The needed supplies needing to restock will be added to the form.
 - 3. The completed form will be kept in a central collection area until such time that they will be sent the ambulance company filling the restock items. All forms will be keep for a period of three years.
 - a. OVA- On the Monday opposite of the SCFPD pay day, forms will be picked up by the SCFPD's station runner and delivered to Oak Valley Ambulance.
Two separate orders will have to be placed.
 - 1. Medications- A list of medications that are needed and possibly needed in the future based on anticipated call volume will be put on an ALS SUPPLY REQUISITION FORM. In the information area, the Date and Life Assist Medical Order will be written in. The order will then be placed with Life Assist Medical. Attach any shipping emails and

invoices to the form. A purchase order will have to filled out when the shipment arrives.

2. Airway, IV/IO supplies and MISC.- A list of the items that are needed and possible needed in the future based on anticipated call volume will be put on an ALS SUPPLY REQUISTION FORM. In the information area, the Date and Oak Valley Ambulance Order will be written in. The SCFPD's station runner will take this form to Oak Valley Ambulance for the request to be filled.

b. AMR- On the Monday opposite of the week of the SCFPD pay day, the form will need to be scanned and email to the AMR Supervisor in charge of restock. (Randy Lopes, Randall.Lopes@amr.net, 209-605-0065)

B. Damaged or lost equipment

1. In the event EMS electronic equipment (e.g. pulse oximeters, AED, monitors and components) are damaged or stolen and need to be replaced or repaired, the Company Officer or Paramedic will document the circumstances surrounding the event on the SCFPD's Requisition Request Form. This is found in the District's Intranet under Forms and Lists, subsection District's Forms/Lists, Requisition and Repair.
2. Notify duty Battalion Chief to determine Engine Company service status.
3. Send to the duty Battalion Chief as instructed on the form. This form may be routed to the EMS Coordinator and a collaborative decision will be made with the Budget Analyst for repair and/or replacement.

C. Controlled Substance Replacement

1. See SCFPD Controlled Substance Policy.

END

Written by: Joe Culvahouse, Engineer/Paramedic

Approved by: 
Michael W. Whorton, Fire Chief