

Salt River Fire Department EMS Policies and Procedures

Emergency Issue Medical Equipment



05/2003

408.01

PURPOSE

This policy addresses the storage, access and inventory of emergency issue EMS equipment. Policy adherence will assure that spare EMS equipment is accounted for and immediately available and ready for use.

POLICY STATEMENT

Sets of EMS equipment are assembled and designated for special uses. The equipment is reserved for:

- ❑ Equipping temporary in service units
- ❑ Replacement of malfunctioning or damaged equipment
- ❑ City/Department sponsored special events

Spare EMS equipment will be stored in the EMS room at station 293. Each set of equipment will include a:

- ❑ Drug box (including blood glucose monitor)
- ❑ ECG monitor
- ❑ ALS airway kit (including pulse oximeter)
- ❑ ALS trauma kit
- ❑ Suction unit

PROCEDURE

Battalion Chiefs and Company Officers will be responsible for oversight of EMS equipment security.

Each month the EMS battalion chief is required to inventory the spare EMS equipment. An equipment log entry will be made after each inspection. The procedure will be as follows:

1. Obtain the storage cabinet key from the Battalion Chief.
2. Inventory the drug box.
3. Inspect and inventory the airway and trauma kits.
4. Inspect and ensure proper functioning of: ECG monitor, suction unit, med radio, and glucose monitor.
5. Complete the inventory log.

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6. Notify EMS of any missing or damaged equipment.

Batteries for the emergency EMS equipment will be maintained and rotated along with batteries kept for daily use at that station. Personnel accessing the equipment will also need to obtain necessary batteries from the same facility. Rotation and charging of these batteries will also be the responsibility of a designated provider.

When equipment is needed, it will be logged out stating the equipment's destination. When equipment is returned, the log must be updated.

ACCESSING EMERGENCY ISSUE EQUIPMENT

Emergency issue equipment will be located and maintained at Station 293.