



Effective Date: 07/01/2014

Revised Date:

VALENCIA COUNTY EMERGENCY CREW OPERATIONS
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Purpose

The purpose of this policy is to ensure Valencia County Emergency Services career and volunteer alike are knowledgeable in their responsibilities and able to execute quality fire protection, mitigation of hazards, EMS care, and strategic technical rescue as a seamless team, and in a timely fashion.

Policy:**I. Driver Operations**

- a. **Driving:** Operate the apparatus in both a forward and reverse motion, in emergent and non-emergent setting. Driver shall obey all traffic laws, and shall operate the apparatus with due regard while responding to an incident. The driver shall utilize a “spotter” when backing. If a spotter is not available, the driver shall dismount the vehicle and walk completely around the apparatus prior to backing. (See apparatus response P&P.)
- b. **Staging:** If the apparatus is the first arriving unit for fire suppression, it should be placed in such a way that the apparatus is in a safe defensive location. Ensuring ingress/egress is not compromised.
- c. Apparatus will be placed so that a Class “A” engine can relieve the emergency services (ES) unit at any time without complication, or that a water supply can be established with ease.
- d. If responding as an additional unit, the unit shall stage in a pre-designated staging area or near the incident, in the cold zone, so that no apparatus shall inhibit operations on any emergency scene.
- e. If the unit is responding to a medical emergency, the apparatus shall be placed so that the unit may depart scene when released/cleared without unnecessary delay.
- f. Any units shall leave the entrance to the building or the access way open for the transport unit to enable the unloading and loading of equipment and/or patient for transport.

II. Medical Response

- a. During a medical response, it is the driver’s responsibility to ensure no unnecessary trips back to the truck are performed. This can be done by the following;
- b. Ensuring PPE is in place
- c. Assess the dispatch information and taking in all needed supplies/equipment such as;
 - i. First in/Assessment bag, Airway/O2 bag, Medication bag at a minimum.
 - ii. AED and suction unit should be taken, if it is likely they could be utilized.
 - iii. Consider alternate splints and MVC bag, such as KED, Traction, cardboard splints, etc.



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- iv. It is the responsibility of the driver to obtain a baseline set of vitals, and administer treatment up to the personnel scope of practice, or as directed by the lead EMT or Paramedic on scene. (See Valencia County EMS protocols)

III. Fire Response

The first arriving unit, it is the driver's responsibility to;

- a. Stage the apparatus beneficial for the incident type and safety or as directed by the company officer, Incident command etc.
- b. Place the transmission in park
- c. Set the emergency brake
- d. Chalk the tires of the apparatus
- e. Don appropriate PPE for the incident
- f. Extend the hose line and bleed the line of excess air
- g. Wait at the door or perimeter for your partner, prior to entry if offensive attack is warranted
- h. If the ES unit is a secondary responding unit the VCES crew shall don appropriate PPE and check in with Incident command for assignment.

IV. Technical Rescue

The first arriving unit, it is the driver's responsibility to;

- a. Stage the apparatus beneficial for the incident type and safety or as directed by the company officer, Incident command etc.
- b. Place the transmission in park
- c. Set the emergency brake
- d. Chalk the tires of the apparatus
- e. Don appropriate PPE for the incident
- f. Set up tool staging area as directed by the company officer, incident command etc.
- g. Transfer all possible needed tools from apparatus to staging area
- h. Commence with rescue operations as required.

V. Officer/Lead Operations

It is the responsibility of the Officer/Lead or on call personnel to;

- a. Acknowledge the alarm (tones) within one (1) minute and call en-route from within the responding apparatus within two (2) minutes.
- b. Request for additional resources as needed.
- c. Advise dispatch when arriving on scene, and when clear from scene.
- d. Cancel responding resources if not needed as soon as possible
- e. Ensure all calls are acknowledged and answered according to call response P&P



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It is the responsibility of the officer/Lead to;

- a. Ensure the correct address and document all dispatch information.
- b. To ensure ES unit has a planned response route prior to proceeding from their current location utilizing the map books provided, navigating by means of the most expedient and safest route.

VII. Medical Response

It is the responsibility of the Officer/Lead to;

- a. Obtain and document all times, mileages etc. for each call as applicable using the provided documentation forms.
- b. Ensure the clip board is taken into all EMS responses and all information is gathered and documented as needed per NMEMSTARS requirements.
- c. Record all actions, Primary assessment, secondary assessment, SAMPLE history, OPQRSTU assessment, pertinent negatives, vitals, treatment, reassessment, and times accordingly per EMS protocols.

VIII. Fire Response

It is the responsibility of the Officer/Lead to;

- a. Assume Incident Command
- b. Provide scene size up and establish a tactical operations communication channel for the incident.
- c. Conduct or assign a 360 walk around of the incident.
- d. Assess for additional resources early.
- e. Assess for Utilities Depts. (water, electrical, GAS etc.)
- f. Establish level of staging area in case of multiple responding units.
- g. Establish accountability system for all responding personnel.
- h. Ensure Tactics outline the priorities of VCES Firefighting, which are Life Safety, Incident stabilization, and property conservation, using REVAS
 - R- Rescue
 - E- Exposures
 - V- Ventilation
 - A- Attack
 - S- Salvage
- i. Ensure regular PAR and CAN reports are assessed and obtained every 10 minutes of an unstable fire incident, and every 20 minutes of a stable fire incident.



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PAR- Personnel Accountability Report

CAN- Conditions, Actions, Needs

- j. Meet with property owner and collect needed information per NFIRS reporting system
- k. Ensure all equipment and appliances are collected prior to scene departure
- l. Release and/or cancel units as needed
- m. Call for on duty/on call VC fire investigator if needed
- n. Ensure all resources available report to home station of the incident after it has been resolved for all trucks to be rehabbed and ready for service.

IX. Special considerations;

- a. When applicable and safe to do so relinquish incident command to the home districts first arriving unit and/or company officer so that any or all of the ES units may be released and readied for service to cover any additional emergencies that may present.
- b. **FREELANCING WILL NOT BE TOLERATED DURING ANY TYPE OF TRAINING ACTIVITIES OR EMERGENCY INCIDENTS NO EXCEPTIONS.**



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Signature of approval

Printed name