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MEMORANDUM

TO: All Saratoga County EMS and Fire Services
FROM: Mike McEvoy and Ed Tremblay
RE: EMS and Fire Dispatch Change
DATE: March 6, 2009

From consensus of multiple meetings between Saratoga County Fire, EMS, and Communications representatives in an effort to improve service to our residents, the following dispatch changes will be implemented effective April 1st, 2009:

Amend EMS Radio Procedure Manual, Section VII. "EMS Dispatch Operation" to add letters "O" and "P" to read:

- O. On receipt of a request for manpower to any scene, EMS Dispatch will activate the corps of jurisdiction with an all call tone and also activate the fire department of jurisdiction with a request for manpower to the scene. At the usual retone interval, EMS Dispatch will contact the unit originating the manpower request and advise of fire department status as well as verify whether adequate resources have arrived. If additional manpower is still necessary, EMS Dispatch will reactivate an all call for the corps of jurisdiction and if no response has been received from the fire department of jurisdiction, proceed to activation of the closest mutual aid fire department. Reactivations should continue at the standard retone intervals until such time as the scene confirms adequate manpower present.
- P. Requests for EMS standby at the scene of fire service emergency operations where no injuries or patients are present will be initially assigned a Priority 3 EMS response. Once assigned to the corps of jurisdiction, the standard EMS Mutual Aid Plan will be followed to assure appropriate response to the scene.

Some important clarifications of the first change (letter O) include:

1. This procedure is intended for use only in situations where EMS is already on scene.
2. There is no expectation that the responding FD would need to have any medical certification or expertise.
3. It would only be utilized when EMS on scene specifically requests manpower.
4. Estimated utilization county-wide is estimated at approximately 12 times per year.
5. The most significant variation this procedure creates for the fire service is the automatic mutual aid component.

The second change (letter P) addresses a current lack of any policy requiring Priority 3 Standby requests to fire and rescue scenes follow the standard EMS mutual aid rollover plan. This will assure ambulance response for firefighter safety.

Please feel free to contact either EMS-1 or Fire Car 1 with any questions.