SOP 1100 – **RESCUE RESPONSIBILITIES & PARTICIPATION**

GENERAL

This Standard Operating Procedure outlines the participation and general member requirements and responsibilities of a Dix Hills Fire Department Rescue Squad member and the general responsibilities of the Rescue Squad.

RESCUE SQUAD MEMBERSHIP & RESCUE CREW

A. The Rescue Squad and its members shall adhere to the rules, regulations, and procedures as set forth by the State of New York in regard to the New York State Department of Health Bureau of Emergency Medical Services, Suffolk County Division of Emergency Medical Services and/or the Regional Medical Advisory Council as well as other applicable regulatory entities.

B. The determination of a Rescue Squad member is set forth within the Dix Hills By-Laws. Driver only members (i.e. firefighter driver and other non-Rescue Squad member driver status) are exempt from this SOP. Ex-Chief statuses are exempt from this SOP as well, however, shall maintain either driver and/or medical certification requirements to perform duties as part of a crew.

C. Rescue Squad members are required to maintain an "active" status to be considered a member of the Rescue Squad. A member of the Rescue Squad will be considered to be in good standing and "active" when he/she meets and participates in the following as outlined by current requirements, Standard Operating Procedures, and/or Department/Squad Orders:
   - Duty Crew
   - 2-8-ABLE First Responder Program (if applicable and qualified)
   - Rescue Squad Meetings
   - Rescue Squad Training
   - Maintenance of Emergency Medical Technician certification
   - Standby events

D. The "Rescue Crew" shall generally consist of Department members of the Rescue Squad. Exceptions may be made if a firefighter who maintains a New York State Emergency Medical Technician certification is needed to treat, transport, and/or assist during an emergency and shall be a non-routine occurrence.

RESCUE SQUAD MEMBERSHIP & CERTIFICATION

A. The minimal certification requirement to maintain good standing in the squad is an Emergency Medical Technician (any level). It is both expected and required that members of the squad maintain their valid state certification. This has been and will continue to be the policy of the Rescue Squad as directed so by the Department by-laws.

B. Members who are currently recertifying and/or those who are in the process of initial certification will be considered Rescue Squad "observer" members until their time of certification (or recertification) as allowed by current Department bylaws. Members' Emergency Medical Technician certification shall also continue as allowed by current New York State Department of Health regulation.

C. Monitoring of certification/s will be performed by the Rescue Squad and appropriate actions will be taken in accordance with the bylaws should any member of the Rescue Squad fail to meet the requirements as outlined.

D. Rescue Squad Officers will make themselves available for any member who requests additional training or assistance for the certification process or examination. Members are regularly and strongly urged to plan ahead to ensure maintenance of one's certification as an expiration date begins to near.

E. Rescue Squad members shall maintain any additional certifications or qualifications as deemed appropriate and necessary by the Rescue Squad Captain and/or Chief's Office.

RESCUE DUTY CREW SYSTEM & REQUIREMENTS

A. Overnight:
Rescue squad members are required to participate in the overnight duty crew response system. These overnight tours will be from 2100-0500 Sunday-Thursday and 2300-0700 Friday-Saturday. The makeup of a Rescue Squad Duty Crew i.e. positions, certifications as related to positions, stations, ambulances, etc., shall be determined by the Rescue Squad Officers. Rescue Squad duty crews may consist of non-Rescue Squad members (i.e. firefighter drivers) who assist in the staffing of such crew.

B. Daytime:
Rescue squad members are required to participate in the duty crew response system. The These tours will be from 0500-0900, 0900-1300, 1300-1700, 1700-2100 Sunday-Thursday and 0700-1100, 1100-1500, 1500-1900, 1900-2300 Friday-Saturday.

C. Drivers:
Any member of the Dix Hills Fire Department that is newly cleared to drive the ambulances, either fire/rescue shall be required to drive and/or observe on one (1) overnight tour per month for one (1) year.

D. All members must perform twenty (20) hours per month of duty crew as registered in WhenToWork or any other scheduling system as designated by the Chief of the Department. One (1) overnight shift on the ambulance must be included in the monthly hours. All other hours can consist of any and all shifts.

E. Able Qualified members in addition to the requirements in Section D must complete 1 (one) Able shift per month
   - □ Ex-Chiefs, Senior Active Members and Life Members are exempt.

F. Rescue Squad members shall be responsible for maintaining the minimum of any requirements of duty crew that currently exist and/or are required as per the decision of the Rescue Squad Captain and/or the Chief's Office.

G. If a member is unable to cover one's assigned duty crew, it is the responsibility of the member to find a replacement of equal or greater qualification and to ensure that your respective Rescue Squad officer is aware of this change.

H. It is the responsibility of the duty crew member to notify the dispatcher that he/she acknowledges (i.e. check in) the duty crew assignment at minimum one (1) hour before the start time of the duty shift/hours. Members who may not be able to complete the full amount of time during an assigned shift for whatever reason shall also notify the dispatcher and assigned Rescue Squad Lieutenant of such, in advance and shall document (if applicable) accordingly.

I. Should a member miss a call during duty crew, SOP 1101 shall be followed in accordance with action against the member.

J. Should a member miss an alarm during a duty crew with multiple alarms, SOP 1101 shall be followed in accordance with action against the member.

K. Should a Rescue Squad member be on duty crew and respond to a mutual aid that member shall be removed from the duty crew shift completely unless the member was requested by an officer.

L. Should a Rescue Squad member feel that he/she may not meet the requirements of Duty Crew for that current month a written request shall be sent to the Rescue Captain. The Rescue Squad member shall generally be provided one (1) opportunity (during the calendar year) to "make up" any delinquent requirements the next available month. This option is not available to any member who has failed to meet requirements (more than once) where action has been taken during the calendar year. In situations where the Rescue Squad member fails to notify the Rescue Squad Captain in writing of this request prior to the end of the month (and/or applicable time) and then fails to meet the requirements, action will be taken against the member in accordance with SOP 1101.

M. Failure to meet any current duty crew requirements will result in possible disciplinary action as determined by the Chief of the Department with consultation from the Rescue Captain in accordance with SOP 1101.

N. Duty crew attendance may be reviewed/altered at the discretion of the Rescue Squad Captain for those who are unable to meet the requirements due to educational (i.e. high school, college, trade school) and/or work related (evening/night shift/ late dismissal jobs) responsibilities which may prevent their ability to do overnight/daytime tours. Proof of scheduling may be requested to ensure fair review of all cases. The Rescue Squad Captain at the start of every year must null and void all previous requests and any new request must be resubmitted and reevaluated.

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TRAINING & EDUCATION

A. It is required of all Rescue Squad members to attend training and complete training requirements as outlined in SOP 1302.

MEETING ATTENDANCE

A. Meetings serve as a forum for discussion, questions and in-service training on new equipment, procedures and protocols. A Rescue Squad member is expected to attend as many meetings as possible.

MEDICAL EVENT STANDBY

A. Medical Standby events are an element of the operations of the Rescue Squad and the Department. At times throughout the year, the Rescue Squad shall be requested for Medical Standbys at local events. Medical Standbys are generated by a request for an ambulance and/or medical personnel for an event within or outside of the department's response and coverage area. Medical Standby events are routinely requested for sporting events, neighboring departmental coverage, school activities, concerts, community events, and other related events which generally generate a significant population and/or the potential for an emergency. *Emergency response to cover another district, department, or agency is not considered a Medical Standby.*

B. Medical Standby Events must be formally requested in writing by the entity in need of such services. Standby Events may be approved or denied based upon the necessity, requirements, and/or timeliness of the event. Standby Events shall be handled by the Rescue Squad in accordance with current New York State Department of Health regulations.

C. A Rescue Squad member is expected to participate in a Medical Standby event. Whenever possible, members will be notified well in advance of the event and assistance will be requested. Members participating in a medical standby shall adhere to the individual requirements of the event as outlined by the Rescue Squad Officer.

2-8-ABLE REQUIREMENTS

It is required of all qualified Rescue Squad members to meet the requirements of the 2-8-ABLE response vehicle as outlined in SOP 1105.