Policy – 4.5.2 Ambulance Accident Policy - Draft

Purpose:  To ensure that the District is protecting both the employees and citizens when an accident occurs with a Fitch-Rona EMS District Vehicle.

Also Referenced In: 4.1.2.0 – Alcohol and Drug Policy

Policy: In the event of an accident involving a Fitch-Rona EMS District vehicle, the following procedure will occur:

To minimize the result of an accident, the driver must prevent further damage or injuries and obtain all pertinent information, and report it accurately.

· Call for medical aid if necessary or provide first aid to both FitchRona personnel, bystanders, or the other parties. If the accident occurs during patient transport, the crew should make the decision to continue the transport, if it is safe to do so, or contact the Communication Center for an ambulance to be dispatched to continue the patient care. If the transport is continued, the appropriate law enforcement agency MUST be notified of the accident as soon as operationally possible.

· Call the police. All accidents, regardless of severity, must be reported to the police (Trans 100.05 (2) and Stat 346.70(1)).

· Record names and address of drivers, witnesses, and occupants of the other vehicle and any medical personnel who may arrive at the scene

· If possible, complete the Auto Accident form in Vairkko. If you are unable to access Vairkko complete the accident form located in the information folder in the ambulance. Pertinent information to obtain includes license number of other drivers, phone numbers, insurance company and policy information, date and time of the accident, and overall weather condition. It is imperative to obtain pictures of any damage to the department vehicle and other vehicles involved.

· Do not discuss specifics or events of the accident with anyone at the scene except for the police. Do not accept any responsibility for the accident. DO NOT argue with anyone.

· Provide the other party with your name, address, driver's license, and FitchRona insurance information.

· Immediately contact the Officer in Charge.

· Forward written copy of accident report along with pictures to Admin Deputy Chief for processing with our insurance company.

· Following an accident, employees who are driving the department vehicle may be required to take a drug test. (See drug testing policy for more information.)