



PRINCE GEORGE FIRE AND EMS

Section: EMS

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Section No: 4.9

Date: November 1, 2015

Title: EMS Supply Replacement

Authorized By:

I. POLICY

Prince George Fire and EMS will ensure that all EMS licensed apparatus meet or exceed the equipment requirement as outlined by the Virginia Office of EMS regulations for ground transport and non-transport units.

The Officer assigned by the Director of Fire and EMS to manage logistics shall be responsible for ordering, maintaining, and regulating the EMS supply restocking program.

I. PROCEDURE

- A. In an effort to decrease costs, supplies shall be restocked as follows. Engines or responder units on scene shall restock from the medic unit on scene. The medic unit should then replace all possible supplies from the receiving facility.
- B. It shall be the responsibility of the Attendant in Charge (AIC) to ensure the replacement of all supplies used on each call.
- C. All supplies shall be replaced at the receiving facility on a 1 for 1 basis.
- D. In addition to routine supplies used on EMS calls (Gauze, Tape, Non-Rebreathers, etc...) the following items are carried by both Southside Regional Medical Center and John Randolph Medical Center and shall be replaced at the receiving facility:
 - i. Life Bands
 - ii. ET Tubes
 - iii. CPAP
 - iv. IO Needles and Supplies
 - v. IV Supplies and Fluids
- E. The number of supplies to be stocked by each station will be dependent on the number of licensed EMS vehicles in the station. A list of items will be posted in the cabinet designated to store the EMS supplies



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- F. Each Fire and EMS Station will be responsible for conducting a weekly inventory check and complete a supply requisition form, which will be collected Friday by the EMS Lieutenant. The requested supplies shall be delivered within a 24 hour time period.
- G. In the event a station is in immediate need of certain supplies, they should contact the on duty Lieutenant and fill out the supply requisition form, and the supplies will be issued within 24 hours.
- H. The central EMS supply center will be located in an area designated and approved by the Director of Fire and EMS. The central EMS supply center shall maintain enough supplies for 3 medic units and 1 responder unit at all times.
- I. It shall be the responsibility of the Officer assigned by the Director of Fire and EMS to manage logistics to review requisition forms and order supplies on a weekly basis.