



POLICY & PROCEDURE

ELKHART LAKE POLICE DEPARTMENT

SUBJECT: **EMERGENCY MEDICAL SERVICES**

SCOPE: All Department Personnel
DISTRIBUTION: Policy & Procedure Manual

REFERENCE:

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INDEX AS: Emergency Medical Services

PURPOSE: The purpose of this Policy & Procedure is to define the role of the Elkhart Lake Police Department in providing emergency medical services to the community and to establish procedures for the delivery of those services.

This Policy & Procedure consists of the following numbered sections:

- I. INTRODUCTION
- II. POLICY
- III. DEFINITIONS
- IV. PROCEDURE

I. INTRODUCTION

- A. The Elkhart Lake Police Department realizes the important role they play in responding to Emergency Medical/Trauma calls within the Village of Elkhart Lake/Town of Rhine, or as requested by Sheboygan County Communications Center or Sheboygan County Sheriff's Office.

The Department recognizes that it's the primary responsibility of Elkhart Lake Emergency Medical Services to respond to all emergency medical/trauma calls in their jurisdiction and provide care.

- B. The Department will respond to emergency medical and trauma calls as outlined in this Policy & Procedure if an Officer is available.

If an Elkhart Lake Police Officer is not available to respond but is requested by EMS to respond then the Officer being requested should relay the unavailable status to the Sheboygan County Communications Center and ask for another Law Enforcement Officer or Agency to respond.

II. POLICY

- A. It is the policy of the Elkhart Lake Police Department to assist Elkhart Lake EMS for medical/traumatic emergencies within the Village of Elkhart Lake or Town of Rhine.

III. DEFINITIONS

AUTOMATIC EXTERNAL DEFIBRILLATOR (AED): a device capable of recognizing the presence or absence of ventricular fibrillation, determining, without operator intervention, whether defibrillation should be administered, and enabling the operator, on command, to administer defibrillation.

CARDIOPULMONARY RESUSCITATION (CPR): an emergency procedure for a victim of cardiac arrest to restore circulation.

CARDIOCEREBRAL RESUSCITATION (CCR): an emergency procedure for a victim of cardiac arrest to restore circulation.

EMERGENCY MEDICAL SERVICES (EMS): a system providing out-of-hospital acute medical care and/or transport to definitive care, to patients with illnesses and injuries, which the patient or the first responder believes constitutes a medical emergency.

COMPUTER AIDED DISPATCH (CAD): a system that creates a call for service which is sent to an officer in his/her squad computer.

IV. PROCEDURE

A. Certification

1. All officers responsible for delivery of emergency medical services shall complete CCR or CPR and AED training every 2 years.
2. Maintenance of this certification shall require officers to complete periodic refresher training.
3. All Full time Officers are required to be certified at a minimum as an Emergency Medical Responder and licensed by the State of Wisconsin.

B. Response Guidelines

1. Available Officers should respond to all emergency medical or trauma calls within the Village and Town.
2. Certain medical calls that may not require an officer response for reasons of patient care may require officer presence for investigative or safety reasons. In these instances, officers may be dispatched and respond. A service screen (CAD incident) should be started to record the officer's time and actions. These calls include, but are not limited to:
 - a) Traffic accidents with injuries or blockage to roadways
 - b) Psychiatric problems
 - c) Criminal activity resulting in injury
 - d) Altered mental status
 - e) An Unknown problem
 - f) Loss of Consciousness
 - g) Pulse less non-breather
 - h) Death
4. In the event an officer's response to any medical call will be delayed, the officer should relay this information to the communications center so the other responding units can be advised.
5. In the event an officer feels he or she may need additional resources they may call upon other law enforcement agencies, Fire Departments, additional ambulance services, air medics, state crime lab, the Department of Public Works, Water and Light, tow companies, Department of Natural Resources, supervisors of the Elkhart Lake Police Department, or any other resource deemed necessary. This information should be relayed to the Communications Center as to notify responding units. Officers shall request the state crime lab or other Detective services through an Elkhart Lake Police supervisor.

C. Equipment maintenance

1. All Officers shall check their squad car at the beginning of their shifts to assure the squad car they are operating has a fully stocked first responder kit.

2. In the event an officer uses supplies from the first responder kits during a medical/trauma call, Elkhart Lake EMS crew should replace them.
3. All Officers shall check their squad car at the beginning of their shifts and assure the squad care they are operating as a fully stocked oxygen tank.
4. In the event an officer uses supplies from the oxygen bag during a medical/trauma call, Elkhart Lake EMS crew should replace them.
5. When the oxygen tank reaches the top of the red line on the gage the officer shall contact a representative of the Elkhart Lake EMS to have the tank replaced or refilled.
6. All officers shall check their squad at the beginning of their shifts to assure the squad car they are operating has a functional AED.
 - a) Officers shall be sure the AED in their squad car indicates "OK".
 - b) Officers shall be sure a set of PADS are attached to the AED.
 - c) Officers shall be sure one extra set of PADS are in the pouch of the AED.
7. In the event an officer deploys the AED during a medical/trauma call the Officer shall complete a detailed report (Defibrillator Deployment Incident Report) and an AED Deployment form.

The AED should be placed out of service and an email to department members should be sent regarding the status of the AED. A supervisor shall be notified during the supervisor's regular working hours that the AED needs to be downloaded.

In the event an officer notices there is only 2 or less pads left in stock the officer shall immediately send out an email to his/her supervisor notifying them that additional pads need to be ordered.

- D. Officers are reminded that should they encounter an individual whom the Officer reasonably believes to be deceased or near death, the Officer is required to make a reasonable search of the individual for a record of gift or a record of refusal or other information identifying the individual as a donor or as an individual who has refused to make an anatomical gift; also refer to Policy & Procedure 6.05: Anatomical Gifts.

Michael Meeusen
Chief of Police

This Policy & Procedure cancels and supersedes any and all written directives relative to the subject matter contained herein.

Initial 06/01/2015