
* ADDENDUM *

HACKETTSTOWN REGIONAL MEDICAL CENTER

Division of Nursing

Index: 7010.000
Addendum: #1
Issue Date: January 1989
Reviewed: August, 2016

TITLE: RESCUE AND FIRST AID SQUAD POLICIES

The Hackettstown Community Hospital Emergency Department coordinates rescue squad transportation for their patients. On the evening and night shift, the hospital Administrative Coordinator can assist as needed.

RESCUE SQUAD COMMUNICATIONS

The rescue squad will first contact the Emergency Department by radio. If there is no response, then they will call directly to the Emergency Department. All rescue squads possessing two-way radios should attempt to notify the Emergency Department before arrival with the following information:

1. Presenting symptoms (not diagnosis)
2. Vital signs if available
3. Patient's doctor
4. Previous admission known
5. Expected time of arrival

DOA

When a person is brought to the Emergency Department DOA, the ED personnel will accept the body, have the person pronounced dead, and fill out the necessary forms. At no time will the Emergency Department refuse to accept a DOA.

RESCUE SQUAD SOILED LINEN AND EQUIPMENT

Hackettstown Community Hospital will replace soiled linen left by the rescue squad with clean linen, item for item. There must be an accurate exchange so that the laundry does not lose linen. Replacement of nasal O2, masks, dressings, fluids and plastic basins is also done.

EQUIPMENT

All rescue squad equipment left on a patient or with a patient will be stored in the closet in the ambulance entrance. The rescue squad will then pick up this equipment on their next trip.

TRANSPORTATION OF PATIENT TO HOME OR ANOTHER FACILITY

When the rescue squad is called to transport a patient from the hospital ED to his home or another health care facility, the same squad which transported the patient to the hospital should be called. If the patient was not brought to the hospital by rescue squad, the squad of the town in which the patient resides is to be called for transportation. If the patient must be transported to another hospital for testing and then returned to HCH, the Emergency Department will request squad transport initially. If unavailable, a paid squad service will be contacted. Family/patient will be asked for their preference whenever possible.

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RESCUE SQUAD GRIEVANCES

If the rescue squad has a grievance, the persons involved should first contact the Emergency Department Manager and/or Medical Director and attempt to resolve the problem at this level. If this procedure is unsuccessful, then the hospital Administrative Representative may be contacted.