

FIRST ARRIVING

MCI FIELD OPERATIONS GUIDE

_____ Perform initial size-up. Determine any special needs such as fire suppression, Haz Mat, extrication, etc.

_____ Approximate the number of victims and announce the level of MCI.

Level	I	II	III	IV	V
# Of Victims	5-10	11-20	21-100	101-1000	>1001

_____ Establish Command and prepare to direct incoming units.

_____ Establish a Staging Area for incoming apparatus.

_____ Remain in a visible location or with your unit.

_____ Direct remaining personnel to begin START Triage with ribbons.

_____ Corral the walking wounded away from the incident site for later triage.

_____ Assign functional groups per COMMAND FOG as units arrive.

COMMAND

- _____ Establish a visible location and remain with your unit.
- _____ Radio designation **COMMAND**.
- _____ Don appropriate vest.
- _____ Request additional units early, as necessary.
- _____ Set-up the Command Worksheet.
- _____ Assign functional groups to perform:
 - _____ Triage
 - _____ Treatment
 - _____ Transport
 - _____ Staging
- _____ Advise Fire Alarm of the exact number of victims and their categories once reported from **TRIAGE** units early, as needed.
- _____ When applicable, have a liaison of each involved party at the command post.
 - _____ Police
 - _____ Ambulance Supervisor
 - _____ Owner of occupancy

TRIAGE

- _____ Don appropriate vest.
- _____ Radio designation **TRIAGE**.
- _____ Distribute the triage ribbons.
- _____ Direct personnel to triage victims where they lay and correct any life-threatening problems (i.e. airway obstruction or severe hemorrhage).
- _____ Assign personnel to triage the “walking wounded.”
- _____ Ensure that all areas of the incident have been checked for victims and that all victims have been triaged.
- _____ Report to **COMMAND** the number and triage category of victims.
- _____ Coordinate with **TREATMENT** or **TRANSPORT** of the movement of all victims.
- _____ Once triage is completed, contact **COMMAND** for further assignment of personnel.

TREATMENT

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- _____ Don appropriate vest.
- _____ Radio designation TREATMENT.
- _____ Establish TREATMENT area considering the location, setting (HM, weather, etc.), ease of funneling victims, ingress/egress routes.
- _____ Have sufficient personnel available to move victims.
 - _____ Request staffing through STAGING and request all units to bring their equipment to TREATMENT to provide for interventions.
- _____ Obtain a Documentation Aid.
- _____ Direct personnel to either begin treatment on victims where they lay OR establish a centralized treatment area.
- _____ Direct personnel to perform secondary triage with the METTAG.
- _____ Advise TRANSPORT of victim(s) requiring immediate transportation.
- _____ Advise COMMAND as to any changes in the victim count or category.
- _____ Coordinate with TRANSPORT the movement of victims to the transportation area.

TREATMENT LOG

Date: _____ Incident Location: _____

TRIAGE TAG NUMBER	TAG COLOR	SEX	TIME IN	PATIENT NAME

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TRANSPORT

MCI FIELD OPERATIONS GUIDE

- _____ Don appropriate vest.
- _____ Radio designation **TRANSPORT**.
- _____ Establish early contact with **MEDCOM** to obtain the Hospital Tally.
- _____ Establish a transportation area accessible to the treatment area and preferably having a clear entry and exit points.
- _____ Obtain a Documentation Aid.
- _____ Coordinate the loading of patients by priority.
- _____ Record the **METTAG** number and destination hospital for each victim on the Transport Group Log.
- _____ **Collect Transportation Receipt from METTAG**
- _____ **After each unit is loaded:**
 - _____ **Communicate with transport unit to collect "Ambulance Receipt" upon transfer of care at the destination facility.**
 - _____ **Advise MEDCOM as to the number of patients and their priorities with an ETA to the destination facility.**
- _____ **Request additional transport units from STAGING.**

HOSPITAL CAPABILITY WORKSHEET

MIAMI-DADE FIRE RESCUE

Initial Victims Tally: RED ____ YELLOW ____ GREEN ____ DECEASED ____

MCI LEVEL ____ INCIDENT LOCATION ____

HOSPITAL	RED Capable	Transported RED	YELLOW Capable	Transported YELLOW	GREEN Capable	Transported GREEN

*USE HASH MARKS TO TRACK VICTIMS TRANSPORTED

TRANSPORTATION LOG

Date: _____ Incident Location: _____

HOSPITAL	TRANSPORT UNIT	TAG COLOR	AGE/SEX	TRIAGE TAG NUMBER	VICTIM NAME

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STAGING

- _____ Don appropriate vest.
- _____ Radio designation STAGING.
- _____ Ensure that personnel stay in their vehicle unless otherwise directed.
- _____ Stage units in area by type/capability (BLS, ALS, Engines, Ladders/Platforms) and allow for ease of travel through corridor.
- _____ If personnel leave their vehicle, keep the keys with each vehicle.
- _____ Obtain a Documentation Aid.
- _____ Coordinate with TRANSPORT the need for units.
- _____ When assigning units to TREATMENT, ensure personnel take all of their EMS equipment necessary to provide for interventions.
- _____ Maintain a reserve of at least 1 BLS and 1 ALS transport units. Should this go down, advise COMMAND.

STAGING AREA LOG

Date: _____ Incident Location: _____

UNIT ID	AGENCY	UNIT OIC	TYPE ALS/BLS	TIME ARRIVAL	TIME ASSIGNED

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