



Virginia Beach Department of Emergency Medical Services

CASS # 103.01.01



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## Administration

### SYSTEM OF IDENTIFICATION POLICY

**PURPOSE:** The purpose of this policy is to provide a citywide identification system for all members of the Department of Emergency Medical Services.

**APPLICABILITY:** This policy shall apply to all members of the Department of Emergency Medical Services.

**POLICY STATEMENT:** It shall be the policy of the Department to provide standardized identification cards for use by all members of the organization.

### GENERAL PROCEDURES

Official ID cards shall be prominently displayed any time the member is engaged in official activities in the field, training or station setting.

When on duty, the card will be worn on the right side above the designated nametag placement or on a lanyard. The photograph side of the ID card shall always be visible regardless of trainee or intern status.

ID cards are not to be modified in any way without approval from the EMS Chief.

ID cards shall be returned upon request of the EMS Chief or his designee.

### PATIENT CARE PROVIDERS

All career and volunteer EMS personnel with the exception of EMT-B career firefighters will be issued a Department of EMS ID card containing the following information:

- ? Member name
- ? Color photo

- ? Certification level
- ? Certification number and authorization to practice statement
- ? Authorizing signatures
- ? City Seal
- ? Primary EMS agency affiliation
- ? Expiration date

## **NON-PATIENT CARE PROVIDERS**

All career and volunteer members not certified to provide patient care will be issued a Department of EMS ID. These members may include administrative staff, support team or special operations personnel. The ID card shall contain the following information:

- ? Member name
- ? Color photo
- ? Membership classification
- ? Authorizing signatures
- ? City Seal
- ? Primary EMS agency affiliation
- ? Expiration date

## **OFFICERS**

All officers from the level of Assistant Squad Commander thru Chief of the Department will be issued a Department of EMS ID card containing the following information:

- ? Member name
- ? Color photo
- ? Rank
- ? Authorizing signatures
- ? City Seal
- ? Primary EMS agency affiliation

## **VOLUNTEER EMT-STUDENTS AND RECRUITS**

Recruit volunteers will be issued a unique color-coded Department of EMS ID card containing the following information:

- ? Member name
- ? Photo
- ? Membership classification
- ? Authorizing signatures
- ? City Seal

