



Virginia Beach Department of Emergency Medical Services



EQUIPMENT, VEHICLES AND FACILITIES

EQUIPMENT ASSIGNMENT POLICY

PURPOSE: The purpose of this policy is to establish procedures concerning the assignment, use and maintenance of certain equipment assigned to members. This includes such equipment as radios, pagers and other medical devices for the purpose of providing emergency 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 issue certain medical and rescue equipment to individuals for the purpose of providing emergency medical and rescue services.

1. Individuals shall sign out and be responsible for all equipment assigned to each individual and the subsequent reasonable care of such equipment.
2. All equipment assigned shall be utilized only in the official on-duty capacity of the provider's position.
3. There is no requirement to use any issued equipment while off-duty. Keeping issued equipment in one's possession during off duty hours in no way acts to place that individual on-call or in a stand-by status.

4. Utilization of such equipment in an off-duty status while in an official capacity without previous authorization of his/her supervisor shall not constitute being in an on-duty status; therefore any form of compensation may be withheld.
5. Members shall immediately report any lost, damaged, stolen or inoperable assigned equipment.
6. All equipment shall be returned to EMS Headquarters up separation or inactivity from service with the department. The Chief of EMS or his designee, may request the return of issued equipment from active members at any time.

ORDERED:



1/18/2017

EMS Chief

Date