



Virginia Beach Department of Emergency Medical Services



RISK MANAGEMENT

EMS CITY UNIT REVIEW FOR EQUIPMENT DAMAGE (CURED) BOARD POLICY

PURPOSE: The purpose of this policy is to establish a procedure to investigate and review damage and loss involving all Department equipment insured by the City, and to recommend measures to be taken to prevent future occurrences.

JURISDICTION: All incidents involving city-owned or insured equipment under the auspices of the Department of Emergency Medical Services shall be subject to review under this policy. In addition, the Board shall review any incident at the request of the EMS Chief or his designee.

APPLICABILITY: This policy applies to all members of the Department of Emergency Medical Services.

POLICY STATEMENT:

1. A Board shall be established to review all cases of damage and loss of Department equipment and injury to personnel. The Board shall be empowered to consider general ways and means of reducing accidents and injuries, and shall make general recommendations for safety measures.
2. The Board shall consist of three (3) members and can be made up of current or previous career or volunteer Squad Commanders, Brigade Chiefs, Division Chiefs and / or retired life members. The Board must be approved by the EMS Chief or his designee.
3. A conviction or acquittal of a driver by a court of law in regard to an accident shall not prevent or take the place of a hearing before the Board.

SPECIFIC DUTIES AND RESPONSIBILITIES OF THE BOARD:

1. To determine whether an accident involving an EMS member was preventable or non-preventable; A "preventable accident" is defined by the National Safety Council as "one in which you fail to do everything you reasonably could have done to prevent it."
2. To recommend specific measures that it deems necessary to be taken to correct any hazardous conditions or practices revealed by its investigation.

PROCEDURE:

1. The Board shall notify the squad member of the date, time, and place of the hearing. The member should be present at the Board meeting and may be heard if he/she desires. The Board, at its option, retains the right to hear any case and make recommendations in the absence of the individual involved.
2. If the Board returns a finding of "preventable", it shall recommend appropriate corrective action to the supervising Deputy Chief. A copy of the Board's recommendations will also be sent to the EMS Chief for his review.
3. Should the EMS member disagree with the Board's recommendations, he/she may submit alternative recommendations to their supervising Deputy Chief within ten (10) days of the receipt of the Board's recommendation.
5. If the Board requires additional information or additional investigation of a case, the Division Chief of Regulation and Enforcement shall act as the investigative representative of the Board.
6. All final rulings by the EMS Chief or his designee shall become part of the individual's personnel file.
7. To appeal the action taken by the EMS Deputy Chief as a result of the EMS CURED Board's recommendation, a member may make such appeal to the EMS Chief.
8. If an individual is unable to appear before the Board, that individual must notify EMS Headquarters 24 hours in advance of the hearing. Failure to notify Department at all may result in the individual being

placed in an inactive status until the convening of the next EMS CURED Board.

9. A copy of this action by the Board will be sent to the members' supervisor and to the individual, and a copy will be placed in the individual's personnel file where it will remain for 18 months. Failure to attend the second hearing without proper notification and justification may result in expulsion from the Department.
10. If any individual is not present at the hearing, the Board may elect to process the case in their absence.

ORDERED:



1/20/2017

EMS Chief

Date