



Virginia Beach Department of Emergency Medical Services



RISK MANAGEMENT

USE OF MOBILE PHONE POLICY

PURPOSE: The purpose of this policy is to establish a uniform standard for the use of mobile phones for department members.

APPLICABILITY: This policy shall apply to all department members with City or privately owned mobile phones.

POLICY STATEMENT:

All members will comply with City of Virginia Beach Administrative Directive AD 2.05 (Use of Wireless Phones and Services) as amended to ensure proper utilization of cellular phones.

Mobile phones shall not be utilized while operating a vehicle in the emergency mode unless required for operational necessity.

The use of mobile phones while operating in a non-emergency mode is discouraged. The use of hands-free communication devices is encouraged. Members shall comply with all laws related to texting and cellular phone use while driving.

Mobile phones shall not be utilized while operating on an incident scene or during ambulance transport unless required for contact with medical control or a supervisor, or for service delivery. This prohibition includes text messaging. Electronic devices may be used for reference purposes when specifically related to the incident.

Because of the significant possibility of violation of patient privacy, violation of HIPAA, or the potential of workplace harassment, taking or transmitting digital images using a camera-equipped cellular telephone at any time while on duty is strictly prohibited unless it is determined in the ordinary course of Departmental clinical and quality improvement processes that digital photography or videography will enhance service delivery. Such videography shall either be deleted or turned over to the member's supervising Chief Officer once the official need is completed.

ORDERED:



1/20/2017

EMS Chief

Date