



Conseil des Services du District de  
**Manitoulin-Sudbury**  
District Services Board

210 boul Mead Blvd  
Espanola, ON P5E 1R9  
Telephone/Téléphone: (705) 862-7850  
Fax/Télécopieur: (705) 862-7805  
<http://www.msdsb.net>

## **Manitoulin – Sudbury EMS/SMU Department**

### **2009 Emergency First Response Team Program Evaluation & Recommendation Report**

## Background

Emergency First Response Teams (EFRT) that are in place within the Manitoulin and Sudbury Districts were established prior to the DSSAB's assumption of responsibility for land ambulance services.

It was the Ministry of Health and Long Term Care (MOHLTC), via its Emergency Health Services Branch, that determined which community requests for an EFRT would be approved and specifically which municipality, Local Roads Boards (LRB) or Local Services Boards (LSB) would be the recognized sponsor responsible for the EFRT in a given area. The MOHLTC approved EFRTs in communities that requested a land ambulance station but where the MOHLTC judged it unwarranted to establish a land ambulance resource.

Most EFRTs were situated in areas where a local response to an emergency would be provided in a shorter time frame than the response that would be provided by way of the land ambulance dispatched to respond to the emergency in question.

The intent of these teams was to have local access to a trained group of local volunteers that may be available to respond to a local ambulance related emergency and administer first aid until an ambulance was on scene.

Key concepts of an EFRT are:

1. The approved team sponsor was responsible for the recruitment and retention of their EFRT volunteer members
2. An EFRT is not an ambulance service
3. An EFRT must be dispatched to calls by an ambulance communications centre (CACC)
4. An EFRT is not to transport patients
5. Any vehicles used in a response are not considered to be emergency vehicles

Members of the teams were given approximately 60 – 80 hours of training which included Cardio Pulmonary Resuscitation (CPR), First Aid, and Emergency First Responder training.

When the province downloaded its responsibility for Land Ambulance Services to municipal service managers that the MOHLTC identified as Designated Delivery Agents (DDAs), the Ministry ended its relationship with local EFRTs, it being understood that the DDA in whose jurisdiction they were situated now became the organization with whom they negotiated the terms of their relationships.

Thus began the Manitoulin-Sudbury DSSAB's involvement with the EFRTs located in Tekhummah, Warren, Markstay, St. Charles, Cartier, Cockburn Island, and French River Delta (Hartley Bay).

## **Current Situation**

The DSSAB assumed the direct management of the land ambulance services in its service jurisdiction on January 1, 2004. It at that time also decided to continue to provide EFRT sponsors and their volunteer members the same supports that had historically been in place.

As of February 2009 the EFRT programs in place had approximately 55 volunteers that responded to an average of 250 calls per year out of the seven (7) EFRT locations.

### Supervision

Volunteers are supervised by their host sponsor's determined EFRT Team Leader. When the paramedics in the employ of the Manitoulin-Sudbury DSSAB's EMS Department (known as Manitoulin-Sudbury EMS/SMU) arrive at the scene of a call already attended to by EFRT members, the responsibility for the medical care of the patient(s) is transferred to the attending paramedics. Paramedics do not supervise the work of the volunteers

### Training

The volunteers are trained in Emergency First Response (Red Cross), CPR, and Automatic Defibrillation.

Manitoulin-Sudbury EMS helps coordinate the training by arranging training dates and identifying the trainer. The Manitoulin-Sudbury DSSAB has accepted the responsibility for associated training costs.

### Protocols

EFRT volunteers follow the generally accepted protocols of the training agency (Canadian Red Cross Society). Any changes to the protocols made by the Red Cross are communicated to the EFRT's.

### Equipment

Manitoulin-Sudbury DSSAB provides each team with the "equipment scale of issue" that was historically provided by the MOHLTC. In addition to the equipment scale of issue, the DSSAB has provided each EFRT with an automatic external defibrillator. All equipment remains the property of the Manitoulin-Sudbury DSSAB.

## Vehicles

The Province transferred its ownership of EFRT vehicles to Manitoulin-Sudbury DSSAB when the land ambulance services were transferred to them. Currently the DSSAB owns and is responsible for vehicles in all EFRT locations EXCEPT for Cockburn Island.

With the current ownership of vehicles the DSSAB maintains all insurance, fuel, and maintenance costs.

## 3<sup>rd</sup> Party Liability and WSIB Premiums

The Manitoulin-Sudbury DSSAB currently provides 3<sup>rd</sup> party liability and WSIB coverage on all EFRT volunteers. Coverage is only applicable while fulfilling the normal duties of an EFRT member. EFRT WSIB coverage is under the municipal volunteer WSIB program and coverage is based on \$48,000 per year.

## **Program Concerns & Issues**

### Program Responsibilities

Historically it is the DSSAB that is responsible for the EFRT program including WSIB and insurance premiums. This has caused great discussion specifically surrounding WSIB.

The EFRT program is not legislated under the Ambulance Act. There are therefore no regulations as to who is responsible, how the program shall operate, or who has medical control over the program.

When it comes to WSIB, the DSSAB currently pays the premiums for volunteers who are not their volunteers but rather volunteer members of an EFRT operated by a host sponsor (municipality or LSB).

The question as to why the DSSAB is paying the premiums goes back to when the MOHLTC was the local ambulance service and the fact that local EFRT premiums were always paid by the MOHLTC – a practice that our DSSAB continued with but that not all other DDAs apparently continue with.

With DSSAB paying the WSIB premiums, DSSAB is considered the employer yet as the employer DSSAB has no direct control or supervision of the EFRT volunteers. This situation represents a significant liability to the DSSAB.

## EFRT Vehicles

Currently Manitoulin-Sudbury DSSAB owns and maintains the following vehicles on loan to EFRTs for use in responding to calls for service.

EFRT	Vehicle	Model Year	KM's	Average Costs
Tekhummah	5606	1989	37,829	\$3,900.00
FR Delta	5626	1999	167,204	\$2,500.00
St. Charles	5621	1991	138,782	\$2,500.00
Cartier	5618	1995	99,104	\$2,250.00
Total				<b>\$11,150.00</b>

The DSSAB can expect to pay an average of \$11,000 per year to maintain the current fleet of EFRT vehicles.

That said, most of the vehicles have either reached their life expectancy or will reach it in the near future. Replacement of vehicles for the EFRTs should be estimated at a minimum of \$50,000 per vehicle.

**Recommendation:** That the DSSAB make available to the individual EFRT Teams vehicles being retired from service as Ambulances. Providing that the vehicles are in acceptable working order and that the EFRT will guarantee appropriate heated indoor storage of said vehicle.

### Individual Team Status

**Cartier** – The Cartier EFRT is sponsored by the Local Services Board of Cartier. The team currently has a vehicle which is housed at the local fire hall. The team has seven (7) active volunteers and responds to approximately 35 calls per year.

**French River Delta** – The French River Delta EFRT is sponsored by the Municipality of Killarney. The team currently has a vehicle which is housed (outside) at Hartley Bay Marina. The owner of the marina is trying to construct a heated garage to house the vehicle. The team has nine (9) active volunteers and responds to approximately 45 calls per year.

**St. Charles** – The St. Charles EFRT is sponsored by the Municipality of St. Charles. The team currently has a vehicle which is housed at the St. Charles fire hall. The team has eight (8) active members and responds to approximately 30 calls per year. In recent months the St. Charles EFRT has been “Out of Service” during the daytime hours due to lack of volunteers during the day and work commitments.

**Tehkummah** – The Tehkummah EFRT is sponsored by the Township of Tehkummah. The team currently has a vehicle which is housed at the Tehkummah fire hall. The team has nine (9) active members and responds to approximately 20 calls per year.

**Cockburn Island** – The Cockburn Island EFRT is sponsored by the Township of Cockburn Island. The team does not have a vehicle to respond as Cockburn Island is only accessible by boat and air. The team has nine (9) active members and responds to approximately one (1) call per year.

### **What are the other Northern DDA's doing?**

**City of Thunder Bay** – The Superior North EMS relationship with the EFRTs in their jurisdiction is similar to our DSSAB, however Superior North EMS does not provide any vehicles to the EFR Teams in their jurisdiction. They are however in the process of seeking to relieve themselves of the WSIB premium responsibility addressed earlier.

**Kenora DSSAB** – The responsibility for the EFRTs situated in their jurisdiction rests entirely with the host sponsors. Kenora does not provide any vehicles, equipment, or training. Kenora does not pay any volunteer WSIB premiums for the EFR Teams. Kenora does provide each team with up to \$5,000 per year for training and equipment expenses.

**Rainy River DSSAB** – There are currently no EFR Teams functioning in the Rainy River DSSAB jurisdiction

**Cochrane DSSAB** – There is currently one EFR Team functioning in Hearst being operated at an arm's length by the Cochrane DSSAB. Cochrane does provide the EFR Team with an old converted ambulance for EFR responses. Cochrane DSSAB also provides all medical equipment and maintains ownership of said equipment and vehicle. The Cochrane DSSAB does not pay the volunteer WSIB premium as it is paid by the host sponsor.

**Algoma DSSAB** – There are currently three EFR Teams functioning in Algoma. Algoma has provided some of the EFR Teams a vehicle by giving them a converted ambulance and Algoma provides and maintains all medical equipment for said teams.

**Greater Sudbury** – There are no EFR Teams functioning in the City of Greater Sudbury.

**Timiskaming DSSAB** – Timiskaming has 3 EFR Teams operating in there area and the team are directly run by the DSSAB. The Timiskaming DSSAB provides vehicles, equipment, training and uniforms to the teams and their members. The volunteers are directly supervised by the DSSAB and the volunteer WSIB premium is paid for by the Timiskaming DSSAB.

**Parry Sound** – Parry Sound has one EFR Team in their area. This team is operated directly by the host sponsor. Parry Sound has donated an old ambulance to the EFR Team. The equipment has been purchased and is owned by the host sponsor and the volunteer WSIB premium is paid for by the host sponsor.

**Sault Ste. Marie** – There are currently EFR Teams operating in the Sault Ste. Marie catchment area however these teams are completely independent of the Sault Ste. Marie Fire EMS Service. The EMS department does not pay any WSIB premium nor do they oversee any supervision of the EFR Team volunteers. Sault Ste. Marie does not provide any vehicles to the EFR Team and only replace disposable medical supplies when used by the EFR Team.

## Options

1. Manitoulin-Sudbury DSSAB continues to operate the current EFRT's with the program currently in place. The EMS Administration contact WSIB directly and outline the EFRT program in our area to determine who the "employer" of the EFRT volunteers is and who should be responsible for the WSIB premiums. In addition the DSSAB recognize the expense of the current EFRT vehicle fleet and the future costs of vehicle replacement and on going repairs and maintenance.
2. Manitoulin-Sudbury DSSAB will meet with each individual EFRT Host Sponsor and where possible implement an agreement by which the Host Sponsor will be the "employer". This will allow the DSSAB to transfer the WSIB responsibility to the Host Sponsor as well as the vehicles and equipment. The Host Sponsor will in turn sign a "Tiered Response" agreement similar to the example attached.

In situations where the Host Sponsor is not able to become the "employer" the DSSAB will maintain the WSIB responsibility and ownership of vehicles and equipment. In this situation the Host Sponsor will in turn sign an "Emergency First Response Team Agreement" similar to the example attached.

3. Manitoulin-Sudbury DSSAB set up a fund in which the current EFRT's will receive funding once a year for the intention of paying the WSIB premiums and vehicle and equipment repairs. The fund should be set at the amount equal to the current DSSAB budgeted amount. Each agency will receive their funding by April 1<sup>st</sup>. The fund will only be used for WSIB Premiums, vehicle repairs and equipment purchases. The DSSAB will continue to provide required medical training as they currently do.
4. That the DSSAB make available to the individual EFRT Teams vehicles being retired from service as Ambulances. Providing that the vehicles are in acceptable working order and that the EFRT will guarantee appropriate heated in door storage of said vehicle.

## Recommendations

While the administration realizes the value of the EFRT program and how it helps the communities they serve, the risk of liability for WSIB has heightened. With the DSSAB being viewed as the employer but not having any direct supervision or control over the volunteer's, the Board and Managers are at risk under the legislation.

It is the recommendation of staff that for this reason the DSSAB attempt to remove that liability where possible. In order to remove the liability, the EFRT Teams should be supervised by their host sponsor agency.

Further in order to achieve this but without increasing the financial responsibility of WSIB to the host agency it is recommended that the DSSAB continue to be financially responsible for the premiums by way of financial funding to the host agency.

Therefore it is recommended to the committee that option's 2 & 3 be implemented thereby removing WSIB liability where possible but maintaining funding to the individual EFRT Teams.

In addition it is further recommended that option #4 be implemented where possible and applicable for the current EFRT Teams.





## **EMERGENCY FIRST RESPONSE TEAM AGREEMENT**

This Emergency First Response Team Agreement (“Agreement”) is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ between Manitoulin-Sudbury District Social Services Administration Board (“DSSAB”) and the \_\_\_\_\_ Emergency First Response Team. This agreement establishes an understanding between the parties and as such both parties agree to be bound by its Terms and Conditions.

**WHEREAS** the EFRT desires to maintain their current Emergency First Response Team to provide first response in their community;

**WHEREAS** the EFRT has the support of their local council by way of resolution;

**WHEREAS** the DSSAB wishes to support an EFRT in the community;

**WHEREAS** the Parties wish to confirm their agreement in writing;

**NOW THEREFORE** the parties hereto agree to the following terms and conditions:

**ARTICLE 1**  
**EMERGENCY FIRST RESPONSE TEAM OPERATING GUIDELINES**

- 1.1 The EFRT agrees to follow and abide by the **EMERGENCY FIRST RESPONSE TEAM GUIDELINES** attached as **APPENDIX A TO THIS AGREEMENT**. These guidelines detail the requirements and operating rules for an EFRT that is support by DSSAB including:
- Organizing an EFRT
  - Equipment Scale of Issue
  - Reporting Requirements
  - Training
  - EFRT Call Reports
  - Deactivating / Disbanding of an EFRT
  - Control and Use of DSSAB issued EFRT Vehicle (if applicable)
  - WSIB Coverage
  - Termination of Agreement

**ARTICLE 2**  
**OWNERSHIP OF EQUIPMENT**

- 2.1 Any equipment issued by DSSAB to the EFRT will remain property of the DSSAB including Emergency First Response Vehicles, and may be used or recalled as any time by the DSSAB.

**ARTICLE 3**  
**COMPENSATION FOR COSTS**

- 3.1 Compensation for costs will only occur for expenses outlined in the **EMERGENCY FIRST RESPONSE TEAM GUIDELINES** and must be **Pre-Approved** by DSSAB.

**ARTICLE 4**  
**TERM AND TERMINATION**

- 4.1 This agreement will begin \_\_\_\_\_, 20\_\_\_\_ and will end \_\_\_\_\_, 20\_\_\_\_. Either party may cancel this agreement with sixty (60) days notice to the other party in writing, by certified mail or personal delivery.
- 4.2 DSSAB may terminate this agreement, for just cause at any time without notice.

**ARTICLE 5**  
**MISCELLANEOUS PROVISIONS**

- 5.1 Notwithstanding the term set out in article 4.1, both parties agree to meet as soon as possible following the sixth month of this agreement, and thereafter on the anniversary of the agreement, to review and discuss changes that may be deemed necessary by either party.
- 5.2 The parties agree that the EFRT will respond only to first response calls within the geographical area agreed to by the parties and as outlined within the Manitoulin-Sudbury EMS/SMU Deployment Plan.

IN WITNESS WHEREOF, the parties hereto have duly entered and executed this Agreement as of the day and year first above written and represent and warrant that the party executing this Agreement on their behalf is duly authorized.

Municipality of \_\_\_\_\_  
Per:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Mr. Gary Champagne  
Manitoulin-Sudbury District Social Services Administration Board

\_\_\_\_\_  
Date

**Manitoulin-Sudbury Emergency Medical Services**  
**Emergency First Response Team**  
**Guidelines**

# **Emergency First Response Team Guidelines**

## **General**

In the Province of Ontario, a system of pre-hospital emergency medical care has been established which utilizes Primary Care, Advanced Care, and Critical Care Paramedics. Currently Manitoulin-Sudbury EMS/SMU provides Primary Care Paramedic service.

The Central Ambulance Communications Centre (CACC) is responsible for dispatching of ambulances and emergency first response teams.

Historically emergency first response teams have been established in small communities and in locations where it is not practical to establish a formal ambulance station due to low call volumes. Where the existence of an emergency first response team can provide a source of trained volunteers capable of responding to a medical emergency, the CACC will activate the team following the dispatching of the closest available ambulance to the scene.

Emergency first response team members are usually the first trained help to arrive on the scene. Trained in assessing and treating the emergency patient, the first response team is the first link in the overall treatment of sometimes critically ill or injured individuals.

The emergency first response team is assigned to the closest ambulance base for the replenishment of supplies needed by the team. The emergency first response team will have a host municipality or local services board which will provide the required space to house the teams equipment and vehicle (if applicable). In addition the host will provide space for training when required.

## **Organizing an Emergency First Response Team**

The initiative for starting an emergency first response team can originate from a variety of sources such as Municipal Councils, Local Services Boards, First Nations Band Councils, concerned citizens, local fire departments, or the Ministry of Health.

- The organizer must submit a letter to Manitoulin-Sudbury DSSAB asking for approval to start an emergency first response team.
- If Manitoulin-Sudbury DSSAB approves the request, the organizer will establish a base of community commitment and support (10 – 15 members).
- When 10 – 15 interested individuals have been identified and have committed to attend the necessary training, the organizer will submit a letter to Manitoulin-

Sudbury EMS Director listing the names of the interested individuals and request an information meeting.

- The organizer will make arrangements for the information meeting including securing the location and advertising within the community for participants to attend. The EMS Director, EMS QA Manager, and EMS Field Manager will attend and present the requirements of establishing an emergency first response team, required training and equipment, the estimated annual call volume, and any other pertinent information required.
- The organizer, following the information meeting and with confirmation of the group, will seek support from the local council and submit a resolution supporting this initiative to the Manitoulin-Sudbury DSSAB
- The community will be responsible for the selection of a group leader who will be the contact person for organizing and maintaining lines of communication between supporting agencies.
- The group leader and the EMS QA Manager will confirm training dates, times, and locations.
- On completion of training, the EMS QA Manager will notify the DSSAB Finance Director or designate to add the new emergency first response team members to the DSSAB WSIB and Accident and Liability coverage.

### **Equipment Scale of Issue**

Equipment issued to the EFRT will be in accordance with the approved EFRT equipment list as set out by Manitoulin-Sudbury DSSAB.

Any equipment loss or damage will be reported to Manitoulin-Sudbury EMS Operations Manager for replacement. This will be done by completing the “lost equipment report” and e-mailing a copy to the EMS Operations Manager.

### **Monthly Reporting**

It is the responsibility of the EFRT Team Coordinator to provide Manitoulin-Sudbury EMS at the end of each month the following:

- a) Monthly vehicle operating data (mileages, hours, etc)
- b) Monthly vehicle log (fuel log and receipts)
- c) Patient call reports / Incident reports
- d) Lost equipment reports
- e) Changes to team personnel

### **Training**

Emergency First Response Team training will consist of the following:

1. Standard First Aid (16 hours) recertification every 3 years
2. Basic Cardiopulmonary Resuscitation (CPR) (8 hours) recertification annually
3. Emergency First Response (40 hours) recertification every 3 years
4. Automated External Defibrillation (8 hours) recertification annually

Additional training may be requested by the team coordinator subject to funding and instructor availability. All training must be approved by Manitoulin-Sudbury DSSAB.

### **Dispatch Procedures**

Where practical and resources exist, the CACC will arrange for a small amount of pagers for the team. The team will be expected to organize itself so that a team member can be available to carry the pager and respond accordingly.

Where pagers are not readily available, the team may choose to utilize a paging service (such as Northern Communications) or provide CACC with a contact number to initiate a call for service.

The EFRT will be dispatched from the CACC following the deployment of an ambulance. As the EFRT are not able to provide patient transport, it is essential that an ambulance be dispatched prior to activation of the team.

In order for the team to be effective, an efficient means of contact and dispatching must be established. Any problems encountered as a result of poor communications equipment or equipment failure should be dealt with the CACC Manager. The Manitoulin-Sudbury EMS Field Manager should be copied on the issue.

Any complaint or concern from the team regarding CACC should be sent in writing to the proper Manitoulin-Sudbury EMS Field Manager for investigation and resolution.

***The Emergency First Response Team will be activated only by the CACC. Should someone contact a team member directly for assistance, the team member will contact the CACC and request an ambulance prior to responding on the call.***

### **EFRT Call Reports**

Team members are required to complete a Call Report for all patients who are attended to by the team.

The call report is a confidential document and may be used in the event that team members are required to attend court as a witness for coroner's inquests or legal proceedings.

The call report is required to be completed and a copy provided to the responding ambulance crew while at the scene. The patient copy of this document will accompany the patient to the medical facility.

The document must be completed in a legible manner, providing pertinent information, such as the patient's history and treatment prior to ambulance arrival.

Copies of the call report are to be submitted to Manitoulin-Sudbury EMS at the end of each month.

In order to achieve patient confidentiality, call reports are to be kept in a secured area that is double locked with limited access. It is suggested that the reports be kept in a locked file cabinet in a locked office. If a locked office is not achievable then the building that houses the reports must be locked at all times when not occupied.

### **Deactivation / Disbanding of EFRT**

Circumstances can arise where it is not possible to continue operation of an Emergency First Response Team. Where such circumstances arise the team leader is required to inform the Manitoulin-Sudbury EMS Manager of the team's intent to disband following the proper notification of termination article in the Emergency First Response Team Agreement.

Arrangements for the return of all equipment will be required following the disbanding of the team.

Manitoulin-Sudbury EMS may be required to temporarily deactivate the team for cases of safety and operations (i.e. SARS outbreak). If this is required the deactivation may be immediate and without warning.

### **Control and use of a Manitoulin-Sudbury DSSAB issued EFRT Vehicle**

The Director of Manitoulin-Sudbury EMS, where the need for such a vehicle is fully justified and documented, may authorize emergency first response vehicles for issue to emergency first response teams. The issue of such vehicles will be exceptional and should no way be seen as a standard for all emergency first response teams.

- **Emergency First Response Vehicles are not to be used for the transportation of a patient**
- Team members who operate the vehicle must provide Manitoulin-Sudbury EMS with a current copy of their driver's license.
- The vehicle must be operated in keeping with the Highway Traffic Act of Ontario at all times.
- Emergency First Response Vehicles are not classed as ambulances under the Act, therefore the warning system (amber lights) are to be used only to provide safety to the members and patients when at the scene of an accident or incident.
- No person shall operate the vehicle after consuming alcohol, prescription drugs, non-prescription drugs or any other substance which may impair the person's ability to operate the vehicle safely.
- The vehicle will be maintained according to the Manitoulin-Sudbury EFRT vehicle maintenance guide.
- Invoices / receipts for refuelling are to be submitted to Manitoulin-Sudbury EMS at the end of each month.
- Vehicle cleaning and restocking of supplies will be done following each call for service.
- The vehicle is to be secured, fully stocked, and used under the direction of the CACC only



### **Withdrawal of EFRT Vehicle from Service**

In the event of mechanical failure, the team leader will notify the CACC and the Manitoulin-Sudbury EMS Manager immediately taking the vehicle out of service.

Once the repairs have been made, it is the responsibility of the team leader to notify CACC and place the vehicle back in service.

In the event of misuse, abuse, neglect or failure to submit required reports, Manitoulin-Sudbury DSSAB may remove the vehicle without notice as directed by the Manitoulin-Sudbury EMS Director.

### **Workplace Safety and Insurance Board**

Coverage for Emergency First Response Team members is supplied by the DSSAB.

In cases of injury, the Manitoulin-Sudbury Field Manager must be contacted immediately following any immediate first aid care required. The Manager will contact the DSSAB Human Resources Department who will follow up with the team member.

All reporting timeframes required for the DSSAB must be adhered to by the EFRT member and it is therefore vitally important that contact with the EMS Manager occur immediately.

# Tiered Response Agreement

## Between

Manitoulin-Sudbury District Social Services Administration Board  
Hereinafter referred to as "Manitoulin-Sudbury EMS"

and

The XXXXXXXX Fire Department  
Hereinafter referred to as "the Fire Department"

## Letter of Agreement dated the (enter date)

This letter of agreement between, Manitoulin-Sudbury District Social Services Administration Board and the XXXXXXXX Fire Department authorize the activation of tiered response for the following inclusion criteria:

- 1) Vital Signs Absent (VSA)**
- 2) Unconscious**
- 3) Seizure**
- 4) Motor Vehicle Collision with reported injuries**
- 5) Uncontrolled Bleeding**

The exclusion will be VSA calls where the patient has a Do Not Resuscitate (DNR) Order.

In addition to the above mentioned criteria, should Manitoulin-Sudbury EMS become overwhelmed where an ambulance is unable to initiate a response within twenty (20) minutes of being notified of a priority four (4) call, the Fire Department will be requested to assist until an ambulance becomes available.

The Sudbury Central Ambulance Communications Centre will make every attempt to notify the Fire Department within one (1) minute from the time it is indicated that the call meets the inclusion criteria for tiered response.

The Fire Department is responsible to provide medical aid until the arrival of the EMS. Upon arrival on scene, the Fire Department shall transfer the care of the patient(s) to the Paramedic(s).

Manitoulin-Sudbury EMS will re-supply expendable medical supplies used at tiered response incidents by the Fire Department in accordance with the procedures agreed upon by the tiered response committee.

This agreement recognizes that the Fire Department may not be able to respond when occupied with a fire or for any other reasons determined by the senior on duty Fire Officer.

It is hereby agreed that all parties hereto have in place the required liability insurance.

This joint agreement will be reviewed, revised and maintained by the agencies involved and stakeholder representatives on an annual basis or at the request of a participating agency. If a participating agency wishes to withdraw from this agreement they may do so in writing to the undersigned partners providing three (3) months notice of their intention to do so.

\_\_\_\_\_  
XXXXXX  
Fire Chief, XXXXXX Fire Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeffrey Horseman  
EMS Director  
Manitoulin-Sudbury DSSAB

\_\_\_\_\_  
Date