

**Manitoulin-Sudbury District Services Board
POLICY & PROCEDURES MANUAL**

Section: G. Paramedic Services	Effective Date: April 30, 2019
Topic: 3. Operations Directives	Replaces: May 30, 2010
Subject: 17. Transport of Patient Valuables	
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PURPOSE

To outline procedures for safe handling and transport of patient property.

APPLICATION

Paramedics, Paramedic Superintendents, Senior Managers

PROCEDURE

Paramedic Services personnel should make every reasonable effort to avoid transporting a patient's property, however, where it is necessary to take responsibility for a patient's personal items, the return of these to the patient, or transfer of these to receiving health facility staff shall be witnessed and documented by Paramedics.

Should any enquiry regarding the location, or loss of patient property be received, Paramedics shall:

- i) Conduct an immediate search of the vehicle and linen;
- ii) Contact the Paramedic Superintendent;
- iii) Complete an Incident Report detailing the concern, all relevant factors, and witnesses.
- iv) The Paramedic Superintendent shall initiate an investigation in all cases where the property is not recovered.
- v) The Deputy Chief responsible for Professional Standards shall oversee the investigation and report results.

REFERENCE