

Manitoulin-Sudbury District Services Board POLICY & PROCEDURES MANUAL	
Section: G. Paramedic Services	Effective Date: April 30, 2019
Topic: 5. Vehicles, Equipment & Facilities	Replaces: June 10, 2013
Subject: 13. Replacement of Medication & Patient Care Equipment	
Policy No. G.5.13.2019	Page 1 of 2

PURPOSE

To ensure Paramedic Services personnel are familiar with the process and expectations for the replacement of medication and patient care equipment.

APPLICATION

Paramedics, Paramedic Superintendents

PROCEDURE

It is the responsibility of all Paramedics and paramedic Superintendents to replace medications and equipment into the Ambulance or PRU upon return to the station following each call, returning the resource to its defined stock level.

While each Paramedic Services station is supplied with inventory for a minimum of 2 months, where any item is not available in the station, Paramedics shall notify their Paramedic Superintendent, who shall facilitate the replacement. Paramedics shall dispose of all single use items following such a use. Inventory replacement form any station stock supply shall be documented in the Operative IQ system.

Assets that operate on battery power are assigned to each vehicle. Charging of these devices shall be managed in accordance with available vehicle power sources, and with consideration of deployment. Vehicles parking in any Paramedic Services station shall be placed on shoreline power.

Paramedic Services stations are each supplied with medication inventory for a minimum of 2 months. Loss of inventory due to use or expiry shall be managed through the Operative IQ system and replacement items will be issued from the Central Medication stock at HQ. Expired medications will be managed through the Stericycle/MOE contract.

- All medication will be secured by:
- i) Locking the ambulance when it is not occupied by Paramedics, nor is in a secure facility.
 - ii) All medication inventory is to be secured in the station specific designated location.

REFERENCE

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