

# Fauquier County Department of Fire Rescue

## **OPERATING PROCEDURE**

No. 310



## **EMS Supervisors**

Effective Date: June 11, 2020  
Revision Date:

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Forms:

Approved By: Darren L. Stevens, Fire Rescue Chief

A handwritten signature in black ink, appearing to read 'Darren L. Stevens'.

### **PURPOSE**

To establish guidelines and expectations for the EMS Captain (Supervisors) position within Fauquier County Department of Fire Rescue and Emergency Management (DFREM).

### **SCOPE**

This procedure applies to members of DFREM who have been selected by the Operational Medical Director and the Chief of the Department to function as EMS Supervisors.

### **PROCEDURE**

- A. Oversight of the program will lie with the Battalion Chief charged with EMS operations, who will serve as the program manager. It shall be their job to ensure member compliance and serve as a liaison to the Operational Medical Director and the training division, when their involvement may become necessary.
- B. Requirements
  1. The EMS Supervisor shall meet all requirements established by EMS Supervisor job description maintained by the Human Resources Department.
  2. Interview and selection process with the Operational Medical Director, Battalion Chief of EMS Operations and the Chief of the Department or his designee.
  3. Successful completion of the EMS Supervisor training program.
- C. Roles and Responsibilities of the EMS Supervisor include but are not limited to:
  1. Shall be integrated within the shift command management team, to include:
    - a. Incident management and mitigation
    - b. Shift supervision

**Desire to Serve**

**Ability to Perform**

**Courage to Act**

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2. Shall be responsible for the implementation of the Critical Care EMS protocols to enhance the provision of emergency medical care to citizens and visitors of Fauquier County and mutual aid departments.
3. Shall be responsible to ensure the following:
  - a. The proficiency of EMS care for the providers under their supervision.
  - b. To ensure EMS protocol knowledge and compliance of the providers under their supervision.
  - c. To mentor providers under their supervision in order to enhance the provision of EMS care.
  - d. Shall effectively apply the Critical Care EMS protocols when required to enhance the level of EMS care.
  - e. Shall participate within the command structure of the ICS during incidents.
  - f. Fill critical positions in the incident command structure to include functioning as the incident commander as necessary.
4. Response guidelines:
  - a. The EMS supervisor will have the discretion to add on to any incident that they deem necessary.
  - b. The EMS Supervisor may respond as a command officer to out of county request for a command officer with the permission of the on duty Battalion Chief.

**D. EMS Supervisor “Ride Up”**

1. Requirements
  - a. Shall be minimum rank of Lieutenant.
  - b. Shall be certified at the level of EMT Paramedic or higher
  - c. Shall have a minimum of 2 years released at the EMT Paramedic level.
  - d. Candidates shall satisfy the requirements of the Operational Medical Director, Battalion Chief of EMS Operations and the Chief of the Department or his designee to be qualified to act in the position of EMS Supervisor.
  - e. Successful completion of the EMS Supervisor training program.
2. Expectations and Limitations:
  - a. Follow response guidelines indicated in section 1.B.4 of this procedure with exception below.

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- b. Personnel who have not completed the Command ODP should not respond to out of county incidents within the command officer role, however may respond out of county as an EMS Supervisor.
  - c. Will be expected to interact with the shift Battalion Chief on any incidents requiring their expertise and assistance.
  
- E. The EMS Supervisor will act as the CQI reviewer for their assigned shift and will provide a synopsis to the program manager and shift Battalion Chief of any positive and negative trends identified in the patient care reviews
  
- F. Training:
  - 1. Required to attend 4 hours of continuing education and case review with the Operational Medical Director quarterly.
  - 2. Any deviation from this scheduled training requirement will be at the discretion of the Battalion Chief of EMS operations.
  - 3. Must obtain CCEMT-P, CCP-C or FP-C within two years of appointment.
  - 4. Must maintain all applicable credentials.