



County of Santa Clara Emergency Medical Services System

Policy # 918:
Positive EVD Health Screening
Ambulance Operator Checklist

POSITIVE EVD HEALTH SCREENING AMBULANCE OPERATOR CHECKLIST

Effective: December 8, 2014
Replaces: New
Review: November, 2017

Purpose:

This checklist is to be used by the Ambulance Operator who will primarily be driving an ambulance that is transporting a patient that has screened positive for the EVD Health Screening Questions. The position in this checklist is in addition to standard incident management positions. Completion of the checklist ensures that all needed tasks are completed. Note: The Incident Commander shall fill any unassigned roles.

Resources:

Policy 700-S09: Infectious Disease Control Measures
Policy 916: Positive EVD Health Screening Incident Commander Checklist
Policy 917: Positive EVD Health Screening Safety Officer Checklist

Completed By: _____ **Date:** _____

I. Initial Actions:

Action #	Tasks	Time	Initial
1.	The entire contents of this checklist must be completed and submitted to your supervisor/agency chief upon completion.		
2.	Establish and maintain communication with Incident Commander, Safety Officer, and patient care providers.		
3.	Don Standard Precautions and remain a minimum of 3 feet from the patient.		
4.	Remain with the ambulance while on scene.		
5.	Prepare the ambulance for transport. Ensure that the following tasks are completed: A. Close all connections to the driver's compartment or seal with fluid impermeable shielding. B. Activate the exhaust vent.		
6.	Receive turnover and personal belongings from Safety Officer once patient is loaded.		
7.	Drive ambulance to receiving hospital.		

II. At Hospital and Demobilization Actions:

Action #	Tasks	Time	Initial
1.	Make contact with the hospital EMS Crew Liaison.		
2.	Exit the vehicle and ensure no one approaches that is not wearing appropriate PPE or approved by the EMS Crew Liaison.		
3.	Once the patient is removed lock the ambulance and restrict access to the vehicle.		
4.	Once patient care providers return used equipment to the ambulance and close the doors. Lock the ambulance being sure that all compartments and doors are locked with the windows closes.		
5.	Remain at a minimum of 3 feet away from other transporting personnel until they have been properly decontaminated and doffed PPE.		
6.	Contact Agency supervisor/chief once you have safely doffed PPE and are ready for pickup.		
7.	Return personal items to patient care providers once they have safely been decontaminated and doffed PPE.		
8.	Make contact with the EMS Duty Chief and collect the following information: A. Public Health Officer name: B. Initial instructions for personnel: C. Contact number for responder follow up:		
9.	Submit all documentation to supervisor or agency chief (All documentation must be submitted by responding agency to the EMS Duty Chief within 24 hours.) Name:		