

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines



# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

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### Operations

### Section IV

#### 4.1 Responding

##### Weather Awareness

1. Be aware of the effects of weather on both the emergency incident and personnel.
2. Driving conditions may be effected by adverse weather and apparatus tire chaining may be required. This need will be sent by pager requesting personnel to assist in this task.
3. Personnel responding during periods of extreme weather should be extra alert. All personnel should remain inside the apparatus until they are required to take action. Once the task is complete they should immediately return to the apparatus.
4. Personnel working during hot weather should be aware of the need to re-hydrate. Water or other appropriate fluids will be made available, and it is the responsibility of each responder to take in necessary fluids.
5. Should an individual be affected by weather conditions either hot or cold they shall immediately report to their company officer who will seek medical care or provide them with an environment where they may gain some relief.
6. The support services of the fire district may be requested to respond to any incident where inclement weather is occurring and a lengthy operational time may occur.

##### Responding to Incidents

1. Be prepared to respond (vehicle back into driveway, proper clothing ready, etc...).
2. While driving to the station follow all traffic laws.
3. Park so others can park.
4. Collect or don appropriate PPE.
5. Staff the appropriate apparatus.
6. Assure personnel and apparatus equipment is secured prior to apparatus movement.
7. Assure apparatus operator and/or officer know the incident location prior to responding.

##### Personnel Responsibilities

1. The team leader (company officer) will direct the actions of their personnel. Tasks will be assigned prior to arrival whenever possible.
2. The team leader (company officer) is responsible for the safety of the crew.
3. Medics are responsible for the care and treatment of patients
4. The apparatus operator is responsible for preparing the apparatus for the function that is required at the emergency scene.
5. The firefighters are responsible for understanding their assignment and performing the task in a safe and efficient manner.
  - a. Do not act until you are sure of what you are doing.
  - b. Ask if you need help.
6. All apparatus crews are responsible for noting hazards upon arrival and reporting them to the team leader (company officer).
7. Remember as much of the event as possible when you arrive for post incident investigations (flame and smoke color, open doors and window, contents, etc.).
8. Observe the crowd and report any unusual behavior or suspicions.
9. Persons needing to leave the scene for work or personal reasons should make their request know to the company officer and every effort will be made to return you to the station.
10. Treat the victims with compassion and respect no matter what their actions may be.

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### Apparatus Operation

1. District apparatus is to be operated by qualified, trained members of this fire district when responding to incidents.
2. While responding drive with due regard for the safety of others at all times.
3. The recommended maximum response speed is the posted speed limit, but not to exceed 10 M.P.H. over the posted speed limit, even if permitted by the state vehicle code.
4. Maximum response speed will be reduced whenever road, traffic or weather conditions do not permit the safe operation of the emergency vehicle regardless of the posted speed limit.
5. During the periods of inclement weather (wet, snow or icy conditions), the maximum response speed will not exceed the posted limit and will be a safe speed for the conditions.
6. The maximum speed when proceeding through any uncontrolled intersection should be no greater than the posted speed limit.
3. Whenever apparatus is backing, follow backing standard in training manual.
4. When the apparatus is stopped and before the operator leaves the cab the apparatus will be place in park with parking brake set or the brake will be activated and transmission disengaged from the drive shaft. Engines and tenders should have the wheel chock set.
5. Consider placing running apparatus in high idling when parked.
6. Report any malfunction of the apparatus or equipment to the company officer immediately then in writing as time allows. Use the maintenance request form to report malfunctions.
7. Apparatus Primary role
  - a. Medic units' primary role is the transport of medical personnel to provide care and the transport of the sick and injured, minimal staffing of two personnel when transporting.
  - b. Grass units' primary role is to transport firefighters and provide fire suppression for wild land fires, minimal staffing of one.
  - c. Rescues: minimal staffing of one
    - i. Primary job of transporting district personnel and equipment to incidents
    - ii. The rescue units are involved in a variety of responses.
    - iii. Personnel on the rescue may be assigned to a variety of tasks at emergency incidents.
    - iv. Crews may be selected by the team leader (company officer) based on abilities and experience to perform the required emergency tasks.
    - v. There is a wide variety of equipment on the rescue, so it is important that all responders on this vehicle are well versed in the operation of all equipment on the rescue.
  - d. Engines: minimal staffing of two, one apparatus operator and one company officer
    - i. Provide transport of personnel
    - ii. Provide water and equipment for fire suppression
    - iii. Carry equipment for truck operations
    - iv. Carry equipment for auto extrication
  - e. Water Tender: minimal staffing of one qualified operator; response non-emergency.  
Primary role is to carry water into
  - f. Multi Use Tender: minimal staffing of one qualified operator; response non-emergency except for as a primary wild land unit.  
Primary role is to carry water into areas without hydrants and provide fire suppression for wild land fires
  - g. Boat: minimal staffing of two, one boat operator and one team member for in district incidents, one team leader and one team member for out of district incidents.  
Primary job is transport of water rescue team members to water rescue incidents on waterways and assist or provide a platform for water rescue operation

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- h. Support Vehicle: minimal staffing of one
  - i. The support vehicles functions as a personnel carrier.
  - ii. The support vehicle shall respond when there is a request for staffing.
  - iii. The support vehicle can be used to transport support team personnel and or rehab materials.
  - iv. The incident commander will determine how the personnel are to be assigned.
- i. Duty Vehicle: minimal staffing of one duty officer, primary role to provide an officer for incident supervision.

### Radio Communications

1. The Jefferson Rural Fire Protection District will communicate over the radio using **CLEAR TEXT**.
2. Key terms used:
  - a. Affirmative: Yes
  - b. Negative: No
  - c. En-route: En-route to the incident or transporting to the hospital.
  - d. Staged: Park at a location away from the incident waiting for direction
  - e. Arrived: Arrived at the incident or at the hospital.
  - f. Available: Available for incident response
  - g. Unavailable: Unavailable for incident response
  - h. Returning Returning to Quarters
  - i. Secure Log off the incident
  - j. Out of Service: You are not able to respond to a future incident.
3. When contacting dispatch by radio the sender will identify whom they are calling first, give their I.D (dispatch [pause] engine 64 en-route); wait for a response to assure the information transmitted was received.
4. Radio communication should be done in a professional manner with messages being as brief as possible.
5. During large incidents, incident commander needs to consider using a working frequency.
6. Any member misusing a radio will be subject to disciplinary action.

### Responds codes

1. Emergency – is reserved for life threatening incidents (chest pain, shortness of breath, unconsciousness, confusion, unknown or injury MVA, car fires, structure fires, wild land fires, fire alarm without RP or the public in the building, etc...)
2. Non-emergency – for all other type of incidents that are non-life threatening (staging, fractures, public assist, patient evaluation, non-injury MVA, smoke investigation, burn complains, etc...)
3. At the discretion of the duty officer these responds can be changed if in their option the risk to the responding personnel is or is not worth the benefit.

Note; when responding in emergency mode, ORS 820.320 (1) (f) states the siren (in combination with emergency light) must be operated when proceeding past any stop light or stop sign under the privileges granted by ORS 820.300, the driver of an emergency vehicle or ambulance must slow down as may be necessary for safe operation.

### 4.2 Scene safety

1. Prior to exiting an apparatus, always survey as much of the emergency scene as possible for any obvious hazards present.
2. Position apparatus in an area that protects the crew, any victims, and the apparatus itself and will not

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interfere with the scene operation.

3. Assume all power lines are “live” until confirmed by power utility personnel and the incident commander announces power lines are dead.
4. Be aware of trip hazards, holes, low hanging wires or other objects.
5. Always be aware of the collapse zone of all structures (the height of the building plus 20 feet) park at the corner of the structures.
6. Do not use tools for any purpose other than the intended purpose for that tool.
7. Do not freelance, always be accountable to someone.
8. Only the team leader gives direction to their crew members, unless a safety issue is seen.
9. Wear proper protective gear and respiratory protection when appropriate.
10. Eye protection must be worn when working with tools or equipment.
11. Illuminate the emergency scene as much as possible.

### 4.3 Arriving/Command

1. The first arriving apparatus or personnel should provide a size-up of the situation as needed and start determining tasks that need to be performed. The size-up should be a brief description of the emergency scene and any additional pertinent information (victims, hazards, etc.).
2. All other arriving units will stage and wait for direction from the incident commander, except for the duty officer (who will report to command on all incidents) and the medic unit on medical incidents.
3. Crews (minimal of two personnel) will stay together throughout the incident unless directed by team leader.
4. When arriving consider apparatus placement; leave driveway open for medic unit on medical incidents, leave space for fire engines to reach the fire on fire related incidents, leave space for truck companies to reach the fire with their ladders, etc...
5. Any incident requiring multiple apparatus or creating a need for coordination should implement the **Nation Incident Management System** and identify an incident commander.
6. The first arriving apparatus or personnel should take command and announce **Initiate (mobile) or Establish (fix point)** at a command post.
7. Assure accountability and collect passports
8. Command may be transferred during an incident following a face-to-face meeting then announce **Assume** by the relieving officer
6. **Terminate** command at the conclusion of the incident.

### 4.4 Medical Incident

1. Units responding to medical incidents will required a minimum of one First Responder or higher medical certified personnel.
2. Medical care is the responsibility of the highest/first arriving medically certified personnel.
3. Personnel will assist the lead medic with providing patient care within their certification level.
4. Prepare for transport: position the medic unit if possible to drive forward when leaving and prepare the gurney for the patient use.

### 4.5 Traffic Control

1. It is the responsibility of the incident commander to protect the scene, victims, and emergency workers from injury due to traffic in the area of the emergency.
2. Traffic control is not a function that the fire district is required to do, but we will act in that capacity for the safety of all involved.

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3. The use of emergency vehicles to protect victims and rescuers is essential when staging equipment.
4. Personnel assigned to traffic control will perform in the following manner:
  - a. Wear protective gear and reflective vest. If weather conditions are warm, the turnout coat may be removed, but the reflective vest must be worn. Head protection in the form of a helmet will also be worn.
  - b. Use portable radios to communicate between traffic controllers.
  - c. Use cones whenever possible to define lanes for traffic.
5. If weather conditions permit, use flares to warn traffic...for the flagger's protection these should be placed before traffic reaches the flagger.
6. Be courteous to drivers during the delay.
7. If possible ask for assistance from police agencies or ODOT.

### 4.6 Wires Down

1. Request dispatch to notify the appropriate utility company.
2. Perform traffic control and establish a safe zone.
3. If wires are down during an emergency incident, cone a no entry zone around the downed wires.
4. Illuminate the area if necessary.
5. Do not become complacent—this is a true emergency.
6. If a vehicle is involved with injuries do not approach until line is confirmed dead by power utility personnel. You can't help if you are part of the emergency.

### 4.7 Automatic/Mutual Aid Response

1. All personnel responding shall be, at minimum, Entry-Level Firefighters.
2. The company officer and apparatus operator must be authorized to perform in their respective positions.
3. The engine will respond with a minimum crew of four.
4. The Chief or Duty Officer will determine what apparatus will be sent and the number of personnel that may respond (crew sizes may be smaller than the normal compliment) if not already pre-determined.
5. If frequencies other than those in our radios are being used, contact dispatch and ask them what other frequency may be used.
6. You will be under the direction of the agency requesting assistance but company officer is responsible for issuing individual orders.
7. Company officer is responsible for the safety of their crews and will not put personnel in unnecessary or unsafe circumstances despite the request of the agency in charge.
8. JRFPD personnel are still subject to JRFPD's SOGs on mutual aid incidents, not the requesting agency's SOGs.

### 4.8 Motor Vehicle Crashes (MVC)

1. For MVC on I-5 (not in the rest areas), all units will stage at onramps near reported locations of MVC with the exception of the duty officer or first due apparatus if no duty officer response.
2. Size up and triage as soon as possible.
3. Be aware and alert of any scene safety problems such as power lines or hazardous materials.
4. Position the apparatus to protect personnel and victims.
5. Establish traffic control that will ensure personnel safety.
6. Provide scene lighting of the area if necessary.
7. Determine if Air Transport is needed and establish a landing zone.

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### **If extrication is required:**

8. Provide a minimum of 100 gallons per minute charged hose line as a protection line.
9. Personnel shall wear protection from blood borne pathogens. This may include medical gloves under firefighter gloves.
10. Stabilize and secure vehicle.
11. Personnel entering vehicle will be in appropriate protective clothing.
12. Gain access to patient, if possible, and cover with a blanket.
13. Disconnect or cut battery cables cutting the **Negative** (black) cable first.
14. Desired method of extrication is as follows...
  - i. Windows remove or roll down
  - ii. Roof remove
  - iii. Doors remove or spread
  - iv. Dash lift
14. Establish a triage area if mass casualties exist.
15. Mark abandoned vehicles with scene tape.
16. Contain any hazardous materials spills.
17. If incidents are of a graphic nature or may have emotional effects on crews, set up a defusing session with fire district Chaplains.

### **4.9 Requesting Mutual Aid**

1. Mutual aid may be requested by the incident commander of emergency incidents.
2. Mutual aid request is easiest by requesting an additional alarm (“dispatch from command give me a 4<sup>th</sup> alarm”).
3. The incident commander may request specific apparatus from a specific agency (“dispatch from Command, send an engine and ladder from Stayton Fire District”).
4. The incident commander may simply request apparatus from dispatch (“dispatch from Command, send an engine and a ladder”).
5. Whenever requesting mutual aid, remember that someone should be assigned to assist the unit or at the very least have a support member available with local maps.
6. Responding agencies will be working under our authority. All directions should go through the apparatus officers or the command officer from that agency.
7. Radio frequencies may be a problem. At least one radio at the command post will be assigned to monitor all non-working channels.
8. Treat assisting agencies with courtesy and provide for their needs as well as possible.

### **4.10 Rapid Intervention Team (RIT)**

This provides policies and guidelines to increase the overall level of safety to personnel by identifying the requirements for and the operations of Rapid Intervention Teams at emergency incidents.

1. The objective of the RIT is to have a fully equipped rescue team onsite, in a ready state, to react immediately to rescue injured or trapped firefighters or civilians.
2. This procedure shall be implemented at ALL incidents where District personnel are subject to hazards that would be immediately dangerous to life and/or health in the event of an equipment failure, sudden change of conditions, or mishap.
3. Examples of when to assign a RIT:
  - a. Structure fires
  - b. Hazardous materials incidents
  - c. Trench rescues

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- d. Confined space rescues
- e. Any other incidents posing a significant risk
- 4. The Incident Commander (IC) will assign at least one unit as a RIT at an incident. Additional RITs may be assigned due to the size of a building or the complexity of an incident. If a RIT is activated, another one must be quickly assembled to standby or assist if necessary.
- 5. At no time shall the RIT be used in other capacities on an incident that would delay their response without first replacing them.
- 6. The single objective of the Rapid Intervention Team is to standby in a state of readiness to respond to a firefighter or civilian rescue mission. The assignment of a RIT will continue until the incident has concluded, or the IC determines that the RIT is no longer needed.
- 7. Any unit may perform the duties of the RIT, but should consist of no less than three members, preferably four, who are assembled and ready to respond with full PPE; SCBA donned; and mask ready to don. Minimum equipment in the cache shall include:
  - a. Portable radios for each member and one for a victim
  - b. Rescue bottle
  - c. Flathead axe and Halligan tool
  - d. Hand lights
  - e. 150' of guide rope
  - f. Uncharged hose line (evaluate availability; secure own)
- 8. Each rescue situation will be different and may require the use of specialized equipment. Power saws, piercing nozzles, ladders, battery-operated tools, air bags, and hydraulic tools are just some of the tools you may consider using in a situation.
- 9. Briefing and Size-up:
  - a. When assigned as the RIT, the unit will report to the IC or designated supervisor for a briefing on the incident. The briefing should include such information as location and assignment of crews and any building information.
  - b. Once appropriate equipment has been secured and the RIT is ready to respond, a building size-up should be conducted, paying particular attention to details like entrances, exits, and other means of access or egress.
  - c. Prepare a second egress for working crews (example: throw a ladder to second floor where crews are working)
- 10. RIT Activation:
  - a. A RIT shall be activated for any report of a firefighter trapped or missing. The responding RIT will then be addressed as its unit number as to not be confused with any additional RITs and to increase accountability.
  - b. Any personnel not accounted for shall be assumed to be trapped or lost. Company officers must immediately report any absent members to their Division/Group leader, who in turn must immediately report to the IC.
  - c. The IC must then initiate a Personnel Accountability Report (PAR) of all companies assigned to working in the immediate danger zone.
  - d. The IC should consider loss of radio contact as a crew in trouble.
  - e. The RIT will respond to the last reported working location of a firefighter to begin a search. The I.C. must simultaneously adjust strategies to prioritize search and rescue efforts.
  - f. The priority of the first activated RIT is to locate and provide air support to any persons. Once that has been established then appropriate measures can be evaluated for extrication. If extrication is delayed, then it is necessary to provide a “survivable” atmosphere by utilizing hose streams, piercing and/or distribution nozzles above location, salvage covers placed over

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the victim, and a redundant air supply provided.

11. Remember that most firefighters succumb to carbon monoxide poisoning even after being located, because emphasis was placed on extrication and not air supply.

### 4.11 Abandon

1. The purpose of Abandon guideline is to have a system to alert personnel on scene of a need to abandon the hazard area when hazardous conditions exist.
2. Considerations:
  - a. Size, type, location of fire or other hazardous conditions
  - b. Building construction / roof construction
  - c. Current and/or predicted hazardous conditions
  - d. Current and expected fire behavior
  - e. Consider risk vs. benefit
  - f. Availability of Rapid Intervention Team (RIT)
  - g. Adequate communications with all personnel within the hazard zone
4. Assign a Safety Officer as early as possible
5. All personnel are aware of and recognize abandon procedure
6. It is the responsibility of ALL personnel to be alert to changing conditions and notify IC or Safety Officer of the need to abandon.
7. Operational Guidelines:
  - a. I.C. will announce "Command with Emergency Traffic, Abandon the Structure"
  - b. Apparatus with air horns will operate the air horn on that apparatus continuously for 30 seconds and repeat as ordered by command.
  - c. All personnel in the hazard zone will immediately abandon the hazard area and report to their Company Officers or Division/Group Supervisors.
  - d. IC will conduct a PAR.
  - e. The I.C. or Accountability Officer will record reporting personnel, utilizing an accountability system.

### 4.12 May-Day

The radio message "May-Day, May-Day, May-Day" will be used by personnel to report their status as being in trouble and needing rescue. Personnel are encouraged to announce a "May-Day" if they become lost or separated in any hazard environment. Any member may use "May-Day" to report an injury, in trouble or lost personnel. Any report of "May-Day" will receive priority radio traffic. The term "May-Day" will be reserved only to report missing, injured or trapped personnel. The term "Emergency Traffic" will be used to report all other emergencies.

When a "May-Day" is broadcast all firefighters will continue with assigned task unless the IC directs otherwise.

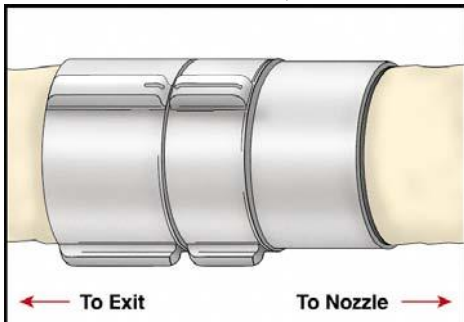
Lost, trapped or injured personnel will:

1. Use voice and radio to call for help.
2. Call "May-Day, May-Day, May-Day" and give **Location, Unit, Name, Assignment and Reason** for May-Day, if not received by command attempt to contact Safety or dispatch (Safety or dispatch will need to inform command)
3. Activate their PASS Device.
4. A lost crew should always remain together.

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5. Follow a hose line out, if available.



6. Use the appropriate Self Rescue Strategy
  - a. Search for an exterior wall that may lead to doors or windows.
  - b. Consider safe refuge inside a separate room, hallway or stairwell.
  - c. Conserve air.
  - d. Use buddy breathing.

The IC will:

1. Radio “clear the air, May-Day from command give me a report”
2. Gather inform needed for rescue
3. Immediately assign RIT or standby team as Rescue Team
4. Assign an Rescue Group Supervisor if possible to handle the rescue
5. Inform dispatch of the May-Day
6. Request additional alarm(s) and medic units.
7. Move other operations to a new radio channel for all operations not involved in the rescue and leave the rescue on the original operations channel.
8. Initiate a PAR.
9. Assign additional RIT as soon as possible
10. Withdraw companies from the affected area if appropriate.
11. Reinforce tactical positions, as needed.
12. Order the structure to be ventilated, if not already being done.

IC calling a Mayday

When a team working in a hazard area fails to give a requested status report that the IC has asked for twice

1. IC will call May-Day
2. Give the missing team’s ID, last know location, and assignment over the radio (“May-Day, May-Day, May-Day from command, E-63 missing, assigned to search, second floor, C side”)
3. IC will active a may day response as above
4. IC can assign teams in the area of last know location do a quick search if it DOES NOT affect the operation the team was assigned to
5. Any team in voice or physical contact with the missing team will report the missing team’s location and status
6. IC will follow above guidelines if missing team is not found within a minute

All personnel will:

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1. When a “May-Day” is broadcast all firefighters will continue with assigned task unless the IC directs otherwise
2. Maintain radio silence, except to answer IC or to pass on critical information about the rescue.
3. Listen and watch for PASS alarms, radio calls, light beams, or other indicators from lost personnel.

### Canceling May Day:

When missing, lost, or injured personnel have been removed from the hazard work area or communication is reestablished with the missing team and no rescue is needed,

1. IC will confirm the May-Day has been mitigated
2. IC will announce “May-Day is cancelled, resume normal radio traffic” to all personnel and dispatch
3. IC should conduct a PAR report from all teams

### 4.13 Vehicle Fires

1. Park apparatus a safe distance from the vehicle within operating distance for attack lines. On the uphill slope and upwind if possible.
2. Crews will be in S.C.B.A.s and full Personal Protective Equipment when extinguishing a vehicle fire.
3. Use hose lines with a minimal of 100 gpm or more; consider a second line for personnel protection to extinguish vehicle fires.
4. Always attack vehicle from an angle to the corner of vehicle, if possible do not approach directly from front, rear, or side of vehicle.
5. Identify and take necessary precautions for any of the following Hazards:
  - a. Possible Hazardous Material runoff.
  - b. Unstable vehicles.
  - c. Possible explosive items i.e. bumper shocks, drivelines, axle covers and tires.
  - d. Overheated fuel tanks.
  - e. Hazardous Materials in the trunk and passenger compartment and cargo spaces in van and trucks.

### 4.14 Wild Land Fires

1. Size-up conditions and try to determine where the fire is going and how quickly.
2. Protect exposures, whenever possible; this may include items other than structures (crops, power lines, machinery).
3. Attack the fire from the burn, stay out of unburned fuels.
4. Secure a water supply.
5. Use Lookouts, have Commutation in place, plan Escape routes and look for Safety zones.
6. When protecting exposures, apparatus shall be facing towards the means of egress.
7. If you are driving in smoke and cannot see, stop.
8. Hose size will be determined by the vegetation type, size, topography, and weather conditions.
9. Personnel must take precautions to remain hydrated and should be aware of the need for large quantities of fluids.
10. Whenever the apparatus stops while personnel are working, set the emergency brake.
11. Apparatus operators should be aware of personnel working in and around apparatus.
12. When driving in fields use 4wd-low if possible and turn on emergency lights.

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### 4.15 Structure Fires

1. Size up the situation and begin a proactive plan (Think, Plan, and Act).
2. Priorities are Life Safety, Property, and the Environment in that order.
3. First in officer will determine the Risk vs. Benefit
4. Set the mode; **Transitional, Rescue, Investigate, Prepare for offensive, Offensive, or Defensive**
5. Task to be performed; **Rescue, Fire Attack, Ventilation, Standby, Backup, Search and Rescue** (primary and secondary), **RIT, Salvage, and Overhaul.**
6. All crewmembers shall follow the passport accountability system.
7. Provide scene lighting if necessary.
8. First in Engines should consider a water source when approaching the incident.
9. Personnel will be in full protective clothing and S.C.B.A.s prior to leaving their apparatus.
10. Incident commander will identify a Safety Officer over the radio.
11. If a building is sprinkled, the second in engine needs to consider connecting to the FDC.
12. Whenever vertical ventilation is used, two ladders will be in place as means of egress and a roof ladder will be used, a charged hose line will be on the roof, and personnel will be wearing S.C.B.A.s.
13. S.C.B.A.s will be worn during overhaul, and until an air sample is taken showing a safe working environment.
14. Any crew member entering a structure will work with a buddy. No crewmember will be left alone in a structure during suppression activities.
15. Opposing fire streams should never be used without extreme caution and communication between crews.
16. When multiple stories are involved always protect the stairways.
17. Basement Fire Tactics
  - a. Conduct risk/benefit analysis; decide if it is worth making entry
  - b. Try to find an alternate entrance from the outside
  - c. Ventilate prior to entry
  - d. Protect the stairway
  - e. Consider weakened structural components
  - f. Move quickly down the stairs, stay on bearing wall if possible
  - g. Use solid streams when available, fog will produce too much steam
  - h. Thermal Imaging must monitor the atmospheres above firefighters at all times
  - i. Back-up lines are a must
  - j. Identification of alternate exits is a must; consider the possibility of block exterior walls or the lack of windows/doors. You do not want to be limited to 1 stairway egress path.
  - k. Report conditions and findings to IC as soon as possible

### 4.16 Fire Scene Restoration

1. It is the goal of the Jefferson Rural Fire Protection District to leave the emergency scene as neat and clean as possible, doing whatever we can to assist the persons who have had the emergency.
2. Cover any holes that may cause further damage by rain or foul weather.
3. Remove as much debris from the structure as is possible.
4. Remove any standing water that may result in further damage.
5. Contact the Red Cross and/or fire district Chaplain to assist the victims if necessary.
6. Do a walk through with the victims explaining what was done and why. A Chief Officer should do this if possible.

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7. Only personnel who have been trained and checked off may refill bottles from the Bauer compressor or a cascade system.
8. All turnouts worn during a working fire or hazardous condition must be inspected prior to their next use.
9. Any equipment found to be inoperable or damaged will be taken out of service and reported to an Officer.

### 4.17 Hazardous Materials

1. Approach from the upwind position and give a size-up.
2. Identify a Safety Officer over the radio.
3. Consider all MVAs and structure fires to be potential Haz-Mat incidents.
4. When a Hazardous Materials incident is confirmed or suspected observe from a safe distance.
5. Be prepared for an extended length of time during the event.
6. Establish a structured I.C.S.
7. Identify the product if it can be done safely by the following:
  - a. Placards
  - b. Shipping Papers
  - c. People on Scene
8. Use the North American Emergency Response Guide Book to:
  - a. Name the product
  - b. Identify the hazards associated with the material
  - c. Health effects on humans
  - d. Fire Suppression
9. Determine if evacuation or isolation is required using the guidebook.
10. Determine if a Hazardous-Material Team should be contacted.
11. Establish a decon field location.
12. Attempt rescue ONLY if possible without endangering additional personnel.
13. Take the appropriate action to prevent the spread of any hazardous material.
14. For large spills notify dispatch to activate Linn or Marion County EOC and OERS
15. Resources to use:

a. Poison Control	1-800-452-7165
b. Chem-Trec	1-800-424-9300
c. OERS	1-800-452-0311
d. Region #5 Haz-Mat. Team	541-766-6911
e. D.E.Q.	1-800-452-4011
f. ODOT	503-378-2299
g. Emergency Response Manager	503-378-2911
17. Use Hazardous Materials size-up sheet for needed information when contacting other agencies.

### Decontamination (Decon)

1. Personnel responding to a Hazardous Materials incident may become contaminated in a variety of ways including:
  - Contacting vapors, gases, mists, or particulates.
  - Being splashed by materials.
  - Walking or driving through puddles or liquids
  - Using contaminated clothing or equipment
  - Contact with contaminated victims.

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

2. Decontamination shall be performed when:
  - There is obvious contamination from a known substance.
  - There is suspected contamination from a known substance.
  - There is even a little likelihood of exposure to a deadly substance in the hot zone.
  - You don't want to spread the contaminant under any condition.
  - You want to protect the environment.
  - Contaminated with a substance you can't identify.
3. Proper placement of equipment and personnel may eliminate the need for decontamination.
4. Assistance and health information may be obtained by calling the Oregon Poison Control Center (800) 452-7165.
5. If victims are being transported to a health care facility notification should be made prior to arrival so that preparations may be made by that facility.
6. The incident commander or designee will choose the level of decontamination to occur.
  - Level 1: Contamination is likely but not definitely known. This would be appropriate after a common house fire.
  - Level 2: Contamination is known to have occurred but no skin contact or irritation is evident. This level is used when you can plainly see contamination of clothing but the skin has not been exposed or irritated.
  - Level 3: Contamination is known to have occurred and skin contact or irritation is evident.
7. When establishing a decon area consider the following location factors:
  - Topography...Try to find a surface that is level
  - Distance from the spill...a minimum of 100 ft. for minor spills and 500 ft. for major incidents.
  - Perimeters...the entrance should be on the hot zone side and the exit on the cold zone side.
  - Markings...use cones and barrier tape to mark the decontamination corridor.
  - Protect the ground with plastic or salvage covers. Roll the edges in approximately six inches.
  - Use dirt or sand to hold the cover in place.
8. Supplies to consider for use in the decon area:
  - Step ladder
  - Brushes
  - Forestry hose and nozzle
  - Spare SCBA cylinders
  - Disposable blankets
  - Catch basin (swimming pool) or make one (pike pools and tarps).
  - Buckets and soap
9. If responders or citizens require immediate decontamination prior to setting up a decon area, flush them off and attempt to contain the runoff.
10. The decon team must protect themselves first before beginning any form of decon on victims.
11. Always decontaminate patients before treating them.
12. Decontamination procedures:
  - a. Level 1: Position person where runoff water will be contained. Flush the person off with a fog spray for one full minute.
  - b. Level 2: Position the person where water can be contained.
    - i. Flush the protective clothing and breathing apparatus with a fog spray for one minute.
    - ii. Move person and remove protective clothing remove the face piece last.
    - iii. Move person away from contaminated clothing and remove all remaining clothing.
    - iv. Move person out of the decon area and wrap in a disposable blanket or coveralls.

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## Standard Operating Guidelines

- v. Transport to the station for showering with soap and water.
- c. Level 3: Position person where water can be contained.
  - i. Leaving the respirator face piece on and connected to the air supply flush with fog spray while removing protective clothing and breathing apparatus.
  - ii. Continue to flush for one minute after all clothing has been removed.
  - iii. Turn off air supply and remove face piece.
  - iv. Move person away from contaminated runoff.
  - v. Continue to flush for a minimum of 15 minutes all skin areas that have been contaminated or are irritated.
  - vi. Wrap person in a disposable blanket.
  - vii. Transport to a medical facility for further decontamination, treatment, or observation.
  - viii. Always notify receiving medical facility of patient involved in hazard material exposure prior to arrival a facility.
- 13. The decon team should use the level of decontamination equal to the level of their exposure.
- 14. For specific disposal recommendations of contaminated materials or runoff contact DEQ or CHEMTREC.

### 4.18 Bomb Threats

1. Law enforcement is primary on these incidents.
2. Confirm location.
3. Identify a staging area with law enforcement away from the incident and notify dispatch of location
4. Use cell phone over radio for communication
5. Incident commander needs make contact with call party if possible.
6. Evacuation and restricting access is the prior work with law enforcement.
7. Released by law enforcement.

### 4.19 Helicopter EMS (HEMS)

The need for air transport should be based on:

1. Situations which might warrant use of a helicopter:
  - a. Patient meets anatomic or physiologic trauma system entry criteria and scene time can be reduced by 15 minutes by utilizing HEMS
  - b. Severe head injury patient requiring transport to a remote hospital
  - c. Severe burn patient
  - d. Multiple patient incidents (MPI, MCI) where ground resources have been exhausted
  - e. Extended extrication resulting in extended scene times
    - i. vehicle extrications
    - ii. water rescues
    - iii. high angle rescues
    - iv. trench rescues
  - f. Traffic impediments/road conditions
    - i. snow or icy roads
    - ii. traffic
    - iii. obstructed scene
    - iv. difficulty of ground ambulance to access the scene
  - g. High system demands

2. Special Considerations

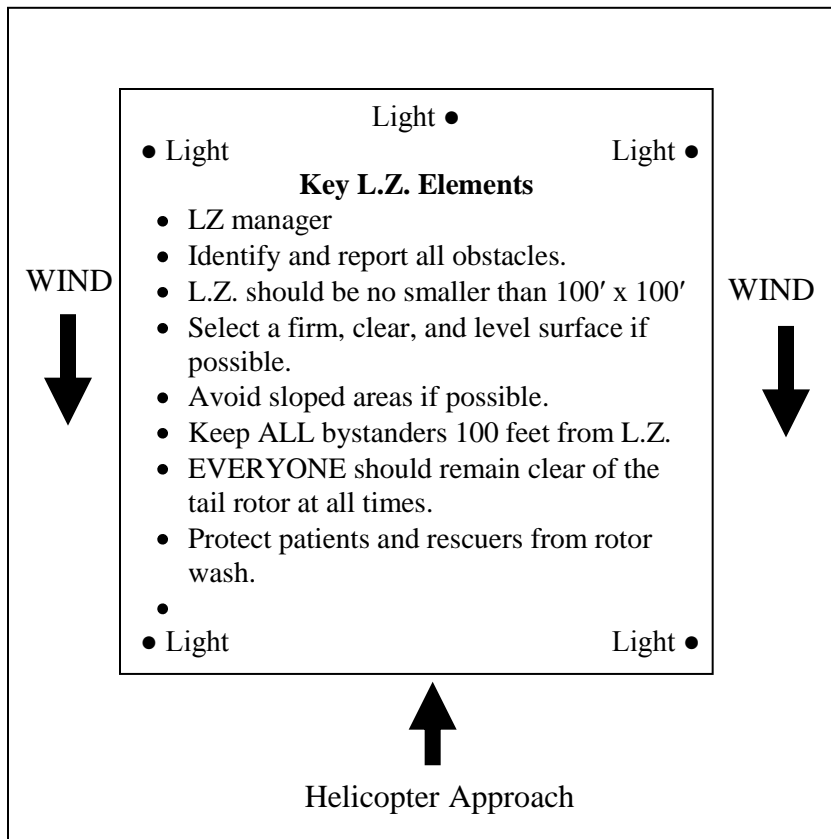
# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

- a. Inclement weather preventing flight
  - b. Helicopter unavailable
  - c. Landing zone proximity to the scene and consideration of an intermediate rendezvous point between the scene and hospital
  - d. Consider possibility that the helicopter may not be able to save time
  - e. May be appropriate to activate the helicopter and cancel if the patient is packaged and ambulance ready to transport
  - f. Patient size and weight may be restrictive to utilization of an air ambulance
    - i. Height: less than 6' 6"
    - ii. Weight: 275 -300 lb limit
    - iii. Not combative patients (if applicable, RSI prior to going into helicopter)
3. Activation of HEMS
- a. Activation of helicopter may be requested by medic crew while en-route or through the Incident Commander while on scene.
  - b. If the nearest HEMS is not available
    - i. Obtain ETA; reconsider decision if delay compromises on-scene time for patient transport
    - ii. Provide dispatch with GPS coordinates of landing zone (LZ).
    - iii. Units may cancel helicopter ambulance service if patient condition changes or if patient is ready for ground transport, and the helicopter is not on scene
4. Incident Command will need to appoint a landing zone (LZ) manager.
5. LZ manger will need to locate an appropriate LZ
- a. LZ manager will observe and report to the responding helicopter crew:
    - i. Hazards
    - ii. Obstructions (in/out of landing zone)
    - iii. Terrain features
    - iv. Surface conditions
    - v. Animals & livestock
    - vi. Wind/weather (velocity, visibility, & cloud height)
6. Landing Zone preparation 100' x 100'

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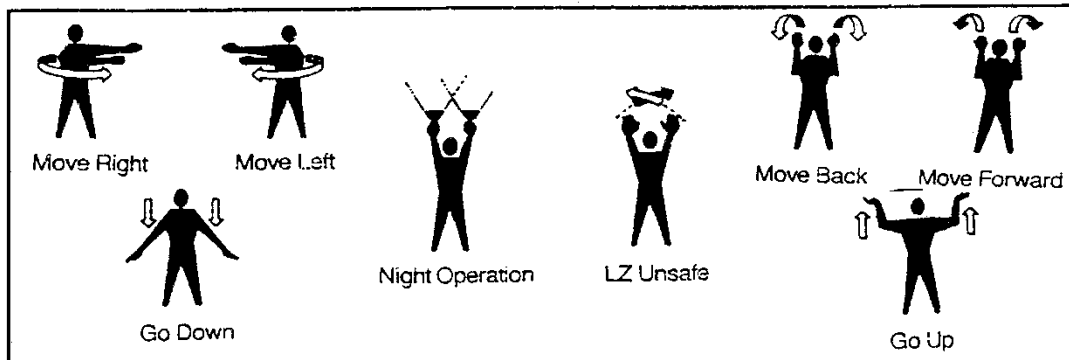
## Standard Operating Guidelines



7. Information about scene and patient to be relayed to responding helicopter.  
The flight crew will request landing zone information from the LZ manager when they are approximately 5 minutes from the LZ. The flight crews requests no radio traffic to the helicopter during short final (30 seconds to touchdown) unless a hazard to the helicopter exists, at which time the LZ Coordinator should immediately advise the flight crew to “ABORT LANDING.”  
Radio traffic is restricted during the short final period so the flight crew can communicate any scene hazards to the pilot and assist him in clearing the tail rotor.  
The flight crew will request the following LZ information from the LZ manager:
  - a. Location
  - b. Overhead obstructions
  - c. Wind speed and direction
  - d. LZ markings, i.e. flares, cones
  - e. Location of LZ Coordinator
  - f. Mechanism of injury
  - g. Patient condition (include vital signs and lung sounds)
  - h. Treatment that has been provided.
8. Landing of Helicopter
  - a. Stay clear of rotor
  - b. Follow flight crew’s instructions
  - c. Never approach unless directed by flight crew
  - d. Never approach from an uphill slope
  - e. Secure all loose objects in LZ

# Jefferson Rural Fire Protection District

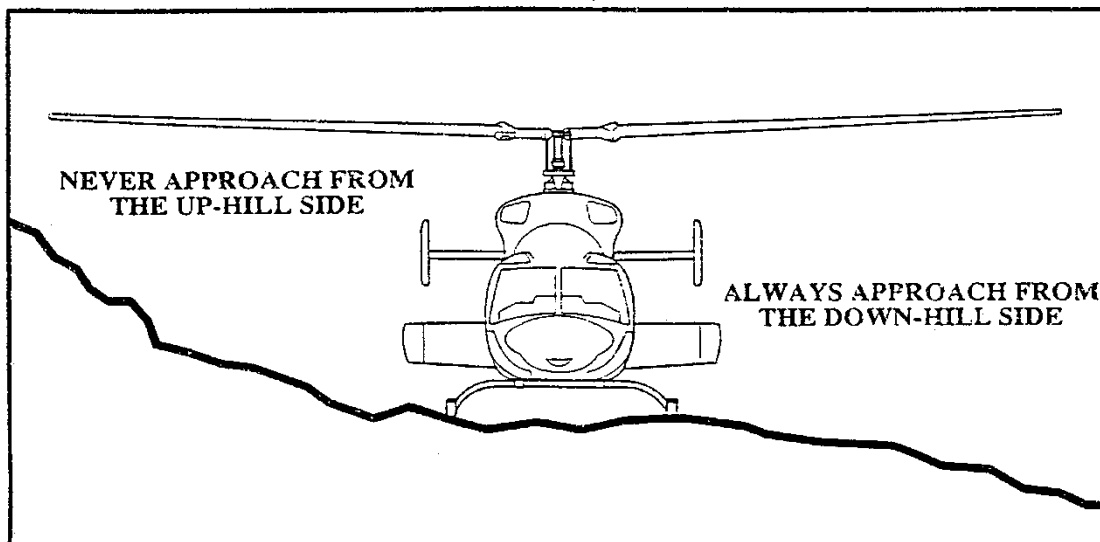
## Standard Operating Guidelines



### 9. Approaching the Helicopter

Once the helicopter has landed and the LZ manager has secured the tail rotor, no other personnel should approach the helicopter unless directed by the flight crew. Do not bring the patient to the helicopter; the Flight Nurse will come to you. No vehicles, including emergency vehicles, should be within 100 feet of the LZ.

If a flight crew member directs you to approach the aircraft, maintain eye contact with that crew member at all times and approach in a crouched position. Hands or equipment should not be raised above your head. Baseball caps or other loose articles should not be worn around the aircraft. If the aircraft should have to land on a slope, always approach and depart from the down-slope side only. Helmets should be secured to your head using chin straps.



10. Five personnel to assist in loading patient in helicopter, 1 on airway, 4 to load
  - a. Flight crew will direct loading of patient
  - b. Flight crew to direct crew when it is safe to leave the side of the aircraft

### 11. Case Review

All Helicopter activations (including cancellations) will be reviewed by the Assistant Chief.

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

### 4.20 Disasters

1. Response to catastrophic events will be of long duration with little outside assistance available initially.
2. Attention to family needs should be done first with the option of leaving the family at home or bringing them to the station.
3. Family members brought to the station may be used to assist victims and the fire district in a variety of ways.
4. The District Office will be established as a base station and all operations will be assigned from there.
5. The fire district will follow the disaster plan established by the Marion or Linn County.
6. Emergency operations will be under the direction of the Fire Chief or designee who will direct public safety, public works, community development, administration, and support.
7. Evacuation will be handled by Marion or Linn County Sheriff's Office.
8. These incidents will be very stressful and require a great deal of organization and **patience**.

### 4.21 Natural Gas Leak

1. Request dispatch to contact Northwest Natural Gas and request a response and an ETA.
2. For incidents involving open leaks from ditches establish a one-block evacuation and entry corridor.
3. Attempt to have units respond from an up wind position.
4. Assign a Safety Officer.
5. Personnel entering the leak area will have on full turnouts and S.C.B.A's.
6. Be alert for ignition sources.
7. For leaks inside structures set up hose lines and make entry in full protective gear to obtain a reading.
8. Shut off the gas meter to affected structure.
9. The level of flammability for natural gas falls between 4 - 14%. When removing gas from a structure, be aware that you will often have to pass through the LEL.

### 4.22 Task Force / Strike Team Response

1. All personnel responding on strike teams must have the required state certification and Chief's approval prior to leaving the station.
2. Responders must be able to meet at the station and depart within 30 minutes of notification.
3. All equipment and gear must be checked and approved by the Chief or designee prior to response notification.
4. The fire district is not responsible for employer notification and will not assume any responsibility for lost time, wages or employment while serving on a strike team.
5. Teams may be traded or rotated during the course of the emergency at the Chief's discretion.
6. Protection of the citizens in the Fire District will be a priority and will not be jeopardized by sending personnel to another location outside of the district.
7. Reimbursement by the state will be added to your regular volunteer compensation.
8. All paid personnel will receive no reimbursement for time spent on a strike team during working hours. The exception to this would be if vacation or compensation time were used while at the incident.
9. Persons chosen to respond on a strike team will be based on the needs of the team and previous

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

responses to incidents. Those having attended the most recent conflagration will be considered after those who stayed behind.

### 4.23 Confined Space and High Angle Rescue

At present time, Jefferson Rural Fire Protection District is neither trained nor equipped to conduct confined space or high angle incidents, and therefore will not enter into this type of activity. Should the need for confined space rescue or high angle incidents arise, the Incident Commander will request the appropriate resources rescue from the appropriate mutual aid agency. Jefferson Rural Fire Protection District personnel may assist the mutual aid companies as allowed, but so as not to place themselves in danger.

### 4.24 Water Rescue

1. For water rescue emergencies qualified personnel will report to the main station unless otherwise directed by the Duty Officer.
2. Only those members currently cleared for water rescue by the Team Coordinator may function as rescuers or boat operators.
3. All personnel not on the water rescue team and not involved in the emergency call will need to stay back from the water, no closer than 10 feet.
4. Upon arrival at the scene, the following shall be done. (remember to use ICS and the Passport system)
  - a. Safety Officer should be assigned on all water rescues and be held by a trained water rescue person.
  - b. If possible assign a water rescue team member as water rescue group supervisor to oversee rescue operation
  - c. Information gathered should include the following, if possible:

Point Last Seen	Time Down
Clothing Description	Water Temperature
Could Victim Swim?	Age
Wearing Life Jackets?	General Health
ETOH/Drugs on Board?	Meds, Allergies, Etc.
  - d. An approved P.F.D. is mandatory for everyone including victims within 10' of the waterway. Personnel in turnouts will stay 10' or more away from the water way.
  - e. Two (2) surface persons shall be suited up on the bank for back up if needed.
  - f. Surface team should obtain all information as possible before they enter the water.
  - g. Personnel shall work in teams of two (2) or more.
  - h. NO ONE should ever be tied to the end of a rope, unless they are attached to a USCG approved quick release harness and the team leader has approved this type of search or method for deploying rope.
  - i. Boat Operator shall stay with the boat at all times.
  - j. During daylight operations the water craft should have a back-up boat responding.
  - k. During night operations the watercraft should not go into operations on the water until there are two (2) watercrafts on the water.
  - l. After each response or training session, the log book shall be completed and the water craft shall be restored, cleaned, and checked off for readiness, using the check-off sheet. This would be the responsibility of the Boat Operator and Boat Officer.
  - m. Use of the watercraft shall be limited to alarms and training only. Any other use of the boat shall be cleared through the Fire Chief or team coordinator.

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

- n. The recovery stage may begin approximately one (1) hour after patient's submersion.

### 4.25 Fire Investigations

1. All fires shall be investigated to determine a cause.
2. If a fire causes a significant monetary loss, severe injury, death, or impact to the community, the State Fire Marshall shall be called.
3. It will be the responsibility of the I.C. to determine if a fire investigation is necessary.
4. To notify the Marion/Polk County Fire Investigation Team (MPCFIT), request dispatch to make contact.
5. When a MPCFIT representative calls be prepared to provide the following information:
  - a. Location and address of the incident.
  - b. Member agency requesting the response.
  - c. Type of incident and estimated damage.
  - d. Estimate of number of investigators needed and possible duration.
  - e. Any special needs the investigators might encounter.
  - f. Location and time a team briefing will be held (usually at the station).
6. Permission to enter for investigation form completed before you leave the scene.
7. Once the information is received, the MPCFIT representative will activate the team.
8. When the team arrives for the initial briefing, the I.C. or a representative needs to provide a description of the incident, times, and any additional information that may be helpful to the investigation.
9. For investigations of long duration provide adequate food and shelter for the team.

### 4.26 Critical Stress Debriefing (CSD)

1. Any emergency incident that could potentially create a post-traumatic effect on the responding rescuers should be followed with a CSD.
2. If a CSD is requested all members involved in the incident must attend.
3. Those not involved in the incident shall not attend the debriefing.
4. It is the responsibility of the I.C. to contact the District Chaplain to set up the CSD.
5. Any member continuing to have emotional problems following the CSD should contact the Chief or staff member for further intervention.

### 4.27 Alarm Recall

1. Persons responding to an alarm but failing to arrive in time to respond on an apparatus shall remain at the station until the alarm is recalled or an Officer at the station releases you.
2. It is the responsibility of the I.C. to recall an alarm once the incident has been stabilized and no additional resources are necessary.
3. Incidents recalled prior to the arrival of Fire or EMS personnel should be responded to by the Duty Officer for confirmation and information gathering.

### 4.28 Emergency Incident Rehabilitation

1. Purpose  
To ensure that the physical and mental condition of members operating at the scene of an emergency or a training exercise does not deteriorate to a point that affects the safety of each member or that jeopardizes the safety and integrity of that operation.
2. Scope

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

This procedure shall apply to all emergency operations and training exercises where strenuous physical activity or exposure to heat or cold exists.

### 3. Responsibilities

#### a. Incident Commander

The Incident Commander shall consider the circumstances of each incident and make adequate provisions early in the incident for the rest and rehabilitation for all members operating at the scene. These provisions shall include: medical evaluation, treatment and monitoring; food and fluid replenishment; mental rest; and relief from extreme climatic conditions and other environmental parameters of the incident. The rehabilitation shall include the provision of Emergency Medical Services (EMS) at the Basic Life Support (BLS) level or higher.

#### b. Officers

All Officers shall maintain an awareness of the condition of each member operating within their span of control and ensure that adequate steps are taken to provide for each members safety and health. The command structure shall be utilized to request relief and the re-assignment of fatigued crews.

#### c. Personnel

During periods of hot weather, members shall be encouraged to drink water and activity beverages throughout the workday. During any emergency incident or training evolution, all members shall advise their supervisor when they believe that their level of fatigue or exposure to heat or cold is approaching a level that could affect themselves, their crew, or the operation in which they are involved. Members shall also remain aware of the health and safety of other members of their crew.

### 4. Establishment of Rehabilitation Group

#### a. Responsibility

The Incident Commander will establish Rehabilitation Group when conditions indicate that rest and rehabilitation is needed for personnel operating at an incident scene or training evolution. A member will be placed in charge of the sector or group and shall be known as the Rehab Officer. The Rehab Officer will typically report to the Logistics Section Chief in the framework of the incident command system.

#### b. Location.

The Incident Commander will normally designate the location of the Rehabilitation Area. If a specific location has not been designated, the Rehab Officer shall select an appropriate location based on the site characteristics and designations below.

#### c. Site Characteristics – Area should:

- i. Be in a location that will provide physical rest by allowing the body to recuperate from the demands and hazards of the emergency operation or training evolution.
- ii. Be far enough away from the scene that members may safely remove their turnout gear and SCBA and be afforded mental rest from the stress and pressure of the emergency operation or training evolution.
- iii. Provide suitable protection from the prevailing environmental conditions. During cold weather, it should be in a dry warm place. During hot weather it should be in a cool shaded area.
- iv. Enable members to be free of exhaust fumes from apparatus, vehicles, or equipment (including those involved in the Rehabilitation Group Operations).
- v. Be large enough to accommodate multiple crews, based on the size of the incident.
- vi. Be easily accessible by EMS units.
- vii. Allow prompt re-entry back into the emergency operation upon complete recuperation.

#### d. Site Designation

- i. A nearby garage, building lobby, or other structure.

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

- ii. Several floors below a fire in a high rise building
- iii. A school bus, municipal bus, or bookmobile.
- iv. Fire apparatus, ambulance, or other emergency vehicles at the scene or called to the scene.
- v. Retired fire apparatus or surplus government vehicle that has been renovated as a Rehabilitation Unit. (This unit could respond by request or as dispatched during certain weather conditions.)
- vi. An open area in which a rehab Area can be created using tarps, fans, etc.
- e. Resources
  - The rehab Officer shall secure all necessary resources required to adequately staff and supply the Rehabilitation Area. The supplies should include the items listed below:
    - i. Fluids – water, activity beverage, oral electrolyte solutions and ice.
    - ii. Food – soup, broth, or stew in hot/cold cups.
    - iii. Medical – blood pressure cuffs, stethoscopes, oxygen administration devices, cardiac monitors, intravenous solutions and thermometers.
    - iv. Other – awnings, fans, tarps, smoke ejectors, heaters, dry clothing, extra equipment, floodlights, blankets and towels, traffic cones and fire line tape (to identify the entrance and exit of the Rehabilitation Area).
- 5. Guidelines
  - a. Rehabilitation Group Establishment.
    - i. Officers should consider rehabilitation during the initial planning stages of an emergency response. However, the climatic or environmental conditions of the emergency scene should not be the sole justification for establishing a Rehabilitation Area. Any activity/incident that is large in size, long in duration, and/or labor intensive will rapidly deplete the energy and strength of personnel and therefore merits consideration for rehabilitation.
    - ii. Climatic or environmental conditions that indicate the need to establish a Rehab Area are a heat stress index above 90 F or wind-chill index below 10 F.
  - b. Hydration
    - A critical factor in the prevention of heat injury is the maintenance of water and electrolytes. Water must be replaced during exercise periods and at emergency incidents. During heat stress, the member should consume at least one quart of water per hour. Re-hydration is important even during cold weather operations where, despite the outside temperature, heat stress may occur during firefighting or other strenuous activity when protective equipment is worn. Alcohol and caffeine beverages should be avoided before and during heat stress because both interfere with the body's water conservation mechanisms. Carbonated beverages should also be avoided.
  - c. Nourishment
    - i. The department shall provide food at the scene of an extended incident when units are engaged for three or more hours.
    - ii. The "two air bottle rule," or 45 minutes of work time, is recommended as an acceptable level prior to mandatory rehabilitation. Members shall re-hydrate (at least eight ounces) while SCBA cylinders are being changed. Firefighters having worked for two full 30-minute rated bottles, or 45 minutes, shall immediately be placed in the Rehabilitation Area for rest and evaluation. In all cases, the objective evaluation of a member's fatigue level shall be the criteria for rehab time. Rest shall not be less than ten minutes and may exceed an hour as determined by the Rehab Officer. Fresh crews, or crews released from the Rehabilitation Sector/Group, shall be available in the Staging Area to ensure that fatigued

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

members are not required to return to duty before they are rested, evaluated, and released by the Rehab Officer.

d. Recovery

Members in the Rehabilitation Area maintain a high level of hydration. Members should not be moved from a hot environment directly into an air-conditioned area because the body's cooling system can shut down in response to the external cooling. An air-conditioned environment is acceptable after a cool-down period at ambient temperature with sufficient air movement. Certain drugs impair the body's ability to sweat and extreme caution must be exercised if the member has taken antihistamines, such as Actifed or Benadryl, or has taken diuretics or stimulants.

e. Medical Evaluation

i. Emergency Medical Services (EMS) – EMS should be provided and staffed by the most highly trained and qualified EMS personnel on the scene (minimum BLS level). They shall evaluate vital signs, examine members, and make proper disposition (return to duty, continued rehabilitation, or medical treatment and transport to a medical facility).

Continued rehabilitation should consist of additional monitoring of vital signs, providing rest, and providing fluids for re-hydration. Medical treatment for members, whose signs and/or symptoms indicate potential problems, should be provided for in accordance with local medical control procedures. EMS personnel shall be assertive and aggressive in an effort to find potential medical problems early.

ii. Heart rate and Temperature-The heart rate should be measured for 30 seconds as early as possible in the rest period. If a member's heart rate exceeds 110 beats per minute, an oral temperature should be taken. If the member's temperature exceeds 100.6 F, he/she should not be permitted to wear protective equipment. If it is below 100.6 F and the heart rate remains above 110 beats per minute, rehabilitation time should be increased. If the heart rate is less than 110 beats per minute, the chance of heat stress is negligible.

f. Documentation

All medical evaluations shall be recorded on standard forms along with the member's name and complaints and must be signed, dated and timed by the Rehab Officer or his/her designee.

g. Accountability

Members assigned to the Rehabilitation Group shall enter and exit the Rehabilitation Area as a crew. The Rehab Officer or his/her designee on the Company Check-In/Out Sheet shall document the crew designation, number of crewmembers, and the times of entry and exit from the Rehabilitation Area. Crews shall not leave the Rehabilitation Area until authorized to do so by the Rehab Officer.

<b>HEAT STRESS INDEX, F</b>	<b>DANGER CATEGORY</b>	<b>INJURY THREAT</b>
BELOW 60	NONE	Little or no danger under normal circumstances.
80 – 90	CAUTION	Fatigue possible if physical activity and prolonged exposure.
90 – 105	EXTREME CAUTION	Heat cramps and heat exhaustion possible if physical activity and prolonged exposure.
105 – 130	DANGER	Heat cramps or exhaustion likely, heat stroke possible if physical activity and prolonged

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

		exposure.
ABOVE 130	<b>EXTREME DANGER</b>	<b>HEAT STROKE IMMINENT!</b>

### HEAT STRESS INDEX

TEMPERATURE	RELATIVE HUMIDITY									
	10%	20%	30%	40%	50%	60%	70%	80%	90%	
	104	98	104	110	120	132				
102	97	101	108	117	125					
100	97	99	105	110	120	132				
98	93	97	101	106	110	125				
96	91	95	98	104	108	120	128			
94	89	93	95	100	105	111	122			
92	87	90	92	96	100	106	115	122		
90	85	88	90	92	96	100	106	114	122	
88	82	86	87	89	93	95	100	106	115	
86	80	84	85	87	90	92	96	100	109	
84	78	81	83	85	86	89	91	95	99	
82	77	79	80	81	84	86	89	91	95	
80	75	77	78	79	81	83	85	86	89	
78	72	75	77	78	79	80	81	83	85	
76	70	72	75	76	77	77	77	78	79	
74	68	70	73	74	75	75	75	76	77	

NOTE: Add 10 F when protective clothing is worn and add 10 F when in direct sunlight.

### WIND CHILL INDEX

WIND SPEED (MPH)	TEMPERATURE F												
	45	40	35	30	25	20	15	10	5	0	-5	-10	-15
5	43	37	32	27	22	16	11	6	0	-5	-10	-15	-21
10	34	28	22	16	10	3	-3	-9	-15	-22	-27	-34	-40
15	29	23	16	9	2	-5	-11	-18	-25	-31	-38	-45	-51
20	26	19	12	4	-3	-10	-17	-24	-31	-39	-46	-53	-60
25	23	16	8	1	-7	-15	-22	-29	-36	-44	-51	-59	-66
30	21	13	6	-2	-10	-18	-25	-33	-41	-49	-56	-64	-71
35	20	12	4	-4	-12	-20	-27	-35	-43	-52	-58	-67	<b>-75</b>
40	19	11	3	-5	-13	-21	-29	-37	-45	-53	-60	-69	<b>-76</b>
45	18	10	2	-6	-14	-22	-30	-38	-46	-54	-62	-70	<b>-78</b>

A

B

C

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

WIND CHILL INDEX, F	DANGER
-25 F/ -75 F	INCREASING DANGER, FLESH MAY FREEZE
BELOW -75 F	GREAT DANGER, FLESH MAY FREEZE IN 30 SECONDS

### 4.29 Incident Reports

1. All fires must have an incident report filled out and entered into the State of Oregon Incident Reporting System.
2. The incident commander is responsible for reports.
3. The report should contain as much information as can be obtained at the scene. Often police agencies can be of assistance in gathering info.

*Write enough information in the comment sections that you could testify to in a court of law. Often this will occur up to a year or more after the incident. A well-written report will help you recall the events of the incident.*

### 4.30 Apparatus Restoration

1. It is the responsibility of the apparatus operator to make sure all equipment is returned to the apparatus and accounted for.
2. Tools and equipment should be cleaned as well as possible at the scene with a final cleansing at the station.
3. Hose used should be rolled prior to placing it back onto the apparatus.
  - a. To limit the need to carry hose, the apparatus should be brought to the location of the hose whenever possible.
  - b. Fire apparatus should not back up to retrieve hose. This is a dangerous and unnecessary action.
4. Personnel restoring apparatus may do so without wearing their coats or helmets. If equipment must be retrieved from a hazardous area full protective gear will be worn.
5. After returning to the station all personnel are responsible for cleaning and restoring the apparatus. If you must be released early, the unit Officer must grant permission.
6. Personnel who did not respond on the call and can assist with restoration are encouraged to so.
7. All S.C.B.A.'s will be cleaned following the protocol provided by the manufacturer.

### 4.31 Use of Civilians on Emergency Scenes

1. The Incident Commander has the legal authority to manage the scene once we have been called.
2. The responding agencies are not responsible for any actions taken by civilians prior to the arrival of emergency responders.
3. The use of civilians for actual emergency operations is discouraged. If you request assistance from a civilian the incident commander must provide:
  - a. Appropriate protective gear and equipment.
  - b. An emergency responder as a partner to remain with the civilian throughout their participation in the incident.
4. Civilian help may be in the form of solicited or unsolicited.
  - a. SOLICITED HELP: Often civilians have the equipment or expertise that may be useful.
    - i. Use of private vehicles or equipment may be requested.
    - ii. If your request is denied seek alternate equipment.

# Jefferson Rural Fire Protection District

## Standard Operating Guidelines

- iii. If private equipment is used the emergency agency assumes the liability for any damages to it.
- iv. Civilians may be used by the I.C. in an advisory capacity as long as the civilian is not exposed to any unreasonable risk.
- b. UNSOLICITED HELP: At times, the good intentions of neighbors or Good Samaritans affect the operation of the emergency workers in a negative way. When this occurs their actions must be discontinued. It is the responsibility of the incident commander to provide for the safe operations of responders at emergency scenes. The following steps should be used to stop the inappropriate actions of non-emergency workers:
  - i. Realize that their intentions are good and ask them to stop in a polite and professional manner.
  - ii. Assign an emergency responder to represent the agency, and act as a liaison, and accompany the civilian as they leave the operational area.
  - iii. Solicit the assistance of the property owner or someone directly affected by the emergency to help convince the civilian to leave the emergency scene.
  - iv. If the civilian refuses to leave the operational area, interferes with emergency operations, becomes belligerent or abusive, or attempts to use emergency equipment without permission you may request the assistance of law enforcement to remove them from the scene.