

	MARICOPA COUNTY SHERIFF'S OFFICE		
	POLICY AND PROCEDURES		
	Subject OFFICE COORDINATION WITH FIRE AND MEDICAL PERSONNEL	Policy Number EA-14	
Effective Date 05-08-24			
Related Information EA-10, <i>Hazardous Materials and Waste</i> EB-6, <i>Vehicle Collision Investigations</i> GJ-5, <i>Crime Scene Management</i>		Supersedes EA-14 (07-14-20)	
Version Date	Review Approval Date	Description of Review	
05-08-24	04-14-25	Statement of Review – No Changes	

PURPOSE

The purpose of this Office Policy is to establish guidelines and procedures for Office personnel who are responsible for responding to emergencies and aiding fire department and/or medical emergency services personnel.

Although this Office Policy refers to employees throughout, this Office Policy also applies with equal force to all volunteers. Volunteers include, but are not limited to, reserve deputies and posse members.

POLICY

It is the policy of the Office to ensure fire and medical personnel are provided with law enforcement assistance when responding to emergencies. Office personnel shall coordinate with fire and medical personnel who respond to assist with an emergency, to ensure the safety and security of the scene, emergency responders, Office personnel, and members of the public.

DEFINITIONS

Basic Life Support (BLS): The type of care that first-responders, healthcare providers, and public safety professionals provide to anyone who is experiencing cardiac arrest, respiratory distress, or an obstructed airway. It requires knowledge and skills in cardiopulmonary resuscitation (CPR) using automated external defibrillators (AED) and relieving airway obstructions in patients of every age.

Deputy: Any sworn law enforcement officer employed by the Office, and reserve deputies.

Employee: A person currently employed by the Office in a classified, unclassified, contract, or temporary status.

Incident Commander: A single person in charge of an incident or medical emergency who oversees the law enforcement operations. The responsibilities of the Incident Commander include, but are not limited to, assessing the scene, establishing a staging area, and requesting additional resources.

Mutual Aid: An exchange of services, personnel, or equipment between law enforcement and public safety agencies during an emergency or incident.

Serious Physical Injury: Injury which causes death or creates a reasonable risk of death, severe and permanent disfigurement, severe impairment of health, or loss or protracted impairment of the functions of any bodily organ or limb.

Staging Area: A temporary location for available resources in which personnel, supplies, and equipment await operational assignment.

PROCEDURES

1. **Basic Scene Responsibilities:** Responsibilities of Office personnel at the scene of a fire or medical emergency shall include, but are not limited to, the following:
 - A. Assess the situation and provide the Communications Division with all pertinent information, including, but not limited to, the following:
 1. The type of emergency;
 2. The number of persons injured;
 3. Extent of the injuries; and
 4. Location of the incident, and any other areas affected.
 - B. Request additional equipment, resources, and manpower such as paramedics, fire department, or request evacuation by ambulance or helicopter;
 - C. Provide adequate traffic and pedestrian control to ensure an uninterrupted flow of emergency equipment and personnel to and from the scene;
 - D. Provide crowd control; and/or
 - E. Take all reasonable steps to protect potential evidence and secure public or private property located within the incident area, such as the victims' belongings or fire department and medical equipment.
2. **Responding to a Non-Criminal Medical Emergency Incident:** When no apparent crime is involved at the scene of a medical emergency, the following procedures shall apply:
 - A. Care of the sick and injured.
 1. The first Office employee to arrive at the scene will provide necessary basic life support consistent with the employees training and certification, and request appropriate medical assistance.
 2. The care of the sick and injured may be turned over to fire and medical personnel upon their arrival.
 - B. Transportation of the sick and injured.
 1. Unless the sick or injured person, or their family, specifies a particular medical facility, the fire department or ambulance company will decide where the person is to be transported.
 2. Office personnel may request a specific medical facility if the person to be transported is either a victim or suspect in a crime.

3. In the event of an extreme emergency, personnel may transport an injured subject in an Office vehicle to the nearest medical facility when there is no other reasonable alternative and prior authorization is received from a supervisor.
 4. Under no circumstances shall employees use an Office patrol vehicle for the purpose of providing an emergency escort for civilian vehicles.
 5. Whenever a traffic accident involves serious physical injury or possible fatalities, employees shall contact the Communications Division to request medical personnel respond to the scene. Employees shall protect the scene from unnecessary disturbance and ensure emergency vehicles are parked in such a manner as to minimize the amount of traffic congestion while protecting the scene, as specified in Office Policy EB-6, *Vehicle Collision Investigations*.
3. **Responding to a Potential Criminal Medical Emergency Incident:** Deputies at a crime scene, or the scene of an apparent suicide or attempted suicide, are responsible for controlling the entire incident and protecting the crime scene from contamination and disturbance by members of the public or unnecessary Office or emergency personnel, as specified in Office Policy GJ-5, *Crime Scene Management*.
 - A. Only persons who are directly involved in providing medical treatment or are necessary to the investigation shall be allowed to enter the scene.
 - B. Medical personnel at the scene shall be advised not to disturb the scene. If absolutely necessary, deputies may move items to a secure location after first marking and/or photographing their original location.
 - C. Once the incident is stabilized, deputies shall ensure unnecessary personnel leave the area.
4. **Responding to a Hostile Medical Emergency Incident:** When a hostile situation exists, coordination with responding Office and emergency personnel shall include, but not be limited to, the following:
 - A. Deputies shall request the Communications Division relay pertinent information to responding Office and emergency personnel to include:
 1. The exact location and specific nature of the incident;
 2. The precise type of assistance required;
 3. The safest route to the scene and/or staging area; and
 4. If emergency lights or sirens are to be used.
 - B. Whenever possible, a deputy should meet the responding medical or fire personnel at the staging area, brief them about the situation, and when safe to do so, escort them to the scene.
 - C. If medical or fire personnel are present and the situation becomes hostile, deputies shall take every reasonable step to ensure the safety of all personnel and their equipment. If hostilities become elevated, the appropriate enforcement action should be taken to ensure the safety of emergency personnel and the public.
5. **Responding to a Hazardous Materials or Waste Incident:** The first responder to arrive at the scene of an actual or suspected hazardous material or waste incident shall approach the area from an upwind direction, assess the situation, direct people away from the incident, re-assess the situation, and advise the

Communications Division and their immediate supervisor of the incident. The situation must be evaluated, as soon as possible, to determine the level of emergency response and the number of support units necessary to control the incident, as specified in EA-10, *Hazardous Materials and Waste*. Relevant information may be found in the Emergency Response Guidebook, which should be available in every patrol car or online at <https://www.phmsa.dot.gov/hazmat/outreach-training/erg>.

6. **Requesting an Emergency Medical Helicopter:** Emergency medical transport helicopters may be requested by Office personnel or fire and medical personnel when expeditious transport to an emergency medical facility is necessary.
 - A. All Office requests for emergency medical transport helicopters shall be made through the Communications Division. The responsibility for locating the closest appropriate response may be delegated, by agreement, to another agency. Every effort shall be made by Office personnel to coordinate with fire and medical personnel to ensure duplicate requests are avoided.
 - B. If a helicopter has been dispatched or placed on standby, and is no longer required, Office personnel shall notify their immediate supervisor and the Communications Division as soon as possible to cancel the helicopter's response.
 - C. When a medical transport helicopter has been dispatched, the Communications Division shall coordinate radio channels with the responding helicopter. Office personnel at the scene shall attempt to relay the following information to the helicopter flight crew:
 1. The exact location of the incident and the landing zone;
 2. Any obstructions such as poles, trees, or overhead wires near the landing zone and where they are located;
 3. Approximate wind speed and direction;
 4. Whether medical personnel or ground ambulances are at the scene; and
 5. Updated patient information.
 - D. Whenever possible, the helicopter landing zone should be located downwind of the incident, in a level, unobstructed area, clear of excess debris and dirt. The landing zone should be a minimum of 80 feet by 80 feet and marked with flares, unless a fire hazard would exist, or traffic cones at each corner. One traffic cone or flare should be placed downwind of the marked landing zone.
 - E. Prior to and during the helicopter's arrival and departure, Office personnel shall secure loose items near the landing zone. Office personnel shall advise the Communications Division of the helicopter's arrival and departure times and destination.
 - F. Office personnel shall prevent all spectators and non-emergency personnel from entering the landing zone.
7. **Responsibilities of Office Incident Commanders:** In situations where fire and medical personnel and Office personnel are on scene of an incident, the Office Incident Commander shall coordinate activities with the senior fire and medical official or the fire Threat Liaison Officer (TLO).
 - A. Deputies shall have the final authority in any law enforcement action.

- B. Fire department personnel shall have the final authority in fire suppression activities.
- C. Trained medical personnel, including trained and current certified Office personnel, shall have final authority in medical situations.