

TIERED RESPONSE AGREEMENT FOR THE CORPORATION OF THE TOWN OF FORT FRANCES

Preamble:

The following is in accordance with the objectives of the Tiered Response Committee under the mandate of the Corporation of the Town of Fort Frances.

Statement of Agreement:

The members of the Tiered Response Committee have developed and agreed upon Guidelines for the activities of the Fort Frances Fire & Rescue Service in the assistance of the Rainy River Paramedic Services.

The Paramedic Services and Fort Frances Fire & Rescue Service agree to respond to medical emergencies within a reasonable time, given all the circumstances wherein the responding agency determines in its absolute discretion that it is able to provide the assistance requested where:

- 1) Any agency requests medical assistance
- 2) The agreement is not intended to create and does not create any legal obligation upon or impose any legal duty upon the Rainy River Paramedic Services or the Fort Frances Fire & Rescue Services which is not now or shall hereafter, be provided by Federal or Provincial Statute or by Municipal by-law;
- 3) This agreement is not intended to be and shall not be relied upon by the general public as creating and duty or standard of care to which any of the agencies have any legal obligation to respond.

These Guidelines do not preclude the response or activities outlined in any existing Emergency Plans, but are intended to co-ordinate the day to day responses to medical emergency life threatening situations.

Purpose:

To promote professionalism, continued cooperation and understanding in tiered response situations. To provide the general public with adequately trained and equipped public safety personnel to the scene of agreed upon life threatening medical emergencies as soon as possible.

AGENCY RESPONSIBILITIES AND GUIDELINES**FORT FRANCES FIRE & RESCUE SERVICE RESPONSIBILITIES**

- Prevent, control and/or extinguish fires
- Control and coordinate all rescue operations in accordance with established protocols and procedures
- Control and coordinate incidents involving spills, leaks or dangerous goods
- Assist with patient care as regulated
- Make decisions to evacuate any part of a scene consistent with local emergency plans

FORT FRANCES FIRE & RESCUE SERVICE GUIDELINES

- Fire fighters will be familiar with local tiered response agreements
- As first responders, the Fort Frances Fire & Rescue service may provide patient care in accordance with basic life support standards as applicable until the arrival of paramedics
- Upon arriving at the patient(s), the first responders should relay patient numbers and condition to the Kenora or Thunder Bay C.A.C.C.
- When the paramedic crew arrives, the firefighter responsible for Basic Life Support will identify himself/herself and provide obtained patient information
- Where possible, provide initial patient assessment information directly to the arriving paramedic regarding any special needs required to assist the paramedic in an accurate and expeditious treatment of the patient
- The firefighter will fill out a *First Response Team Report* for all patient care rendered
- The firefighter may assist with BLS care at the request of the attending paramedic and provided that the fire fighter is not required for other duties
- Upon request, the fire personnel, where possible, will assist the paramedic including accompanying the patient to the hospital. Fire department personnel will only be permitted to drive an ambulance in accordance with current established Land Ambulance policies

- In accordance with the Ministry of Community Safety & Correctional Services guidelines, the fire department attending motor vehicle collisions will make the patient accessible and readily removable through provisions of options to the attending paramedics on how it may be best accomplished
- Firefighters are responsible for activities in areas subject to hazardous environmental conditions or where exposure to fire may occur. Paramedic crews will remain in a staging area until conditions are determined to be safe for entry
- Firefighters should position fire emergency vehicles in a manner as not to impede access or egress of the ambulance
- For tiered response to medical incidents in buildings equipped with elevators, normal practice will be not to lock elevators unless directed to do so by the paramedic crew
- Joint training between the firefighters and paramedics will be done on at least an annual basis
- Medical emergencies involving violent or disturbed patients require police assistance prior to entry
- Under no circumstance will Fort Frances Fire & Rescue personnel cancel paramedic services responding to a medical emergency

PARAMEDIC SERVICES SERVICE RESPONSIBILITY

- Paramedics are responsible for the care and transportation of patients
- Paramedics will assist other public safety personnel as required, secondary to patient care and transport.

PARAMEDIC SERVICES SERVICE GUIDELINES

- Paramedics will be familiar with local tiered response agreements
- Paramedics will assume control of the pre-hospital emergency care of patients, update the C.A.C.C. and request additional resources as required
- At scene, the paramedics will obtain information from the firefighters if providing treatment
- Paramedics may request assistance from the firefighters at the scene with regard to patient removal, care and treatment.

SHARED RESPONSIBILITIES

Whenever possible, all public safety agencies should encourage their respective staff to meet after calls with other responders, at a mutually agreed site, in order to:

- Discuss and exchange ideas on the handling of the emergency
- Exchange information necessary for their respective reporting to their specific agency within established law, policy and directives of patient confidentiality
- Return/replace equipment as required
- Maintain a high level of professional rapport between the agencies
- Participate in an inter-agency post incident analysis when requested by one of the agencies
- Participate with an inter-agency in service training whenever possible.

CANCELLATION OF AGREEMENT

Either Party to this agreement may withdraw from participation in the tiered response agreement by giving the other party, ninety 90 days notice in writing, of its intention to withdraw from participation.

COMMITTEE

A tiered response committee will consist of representatives of the Rainy River District Paramedic Services and the Fort Frances Fire & Rescue Services. Additional members of other public safety agencies may be requested to participate at the discretion of the Rainy River Paramedic Chief and Fort Frances Fire Chief.

Signed on behalf of Town of Fort Frances:

Mayor Roy Avis

Elizabeth Slomke, Clerk

Signed on behalf of Rainy River District Social Services Administration Board:

Dan McCormick
CAO/Paramedic Chief

Leanne Eluik
Director of Finance & Asset Management

LETTER OF AGREEMENT
DATED THE DAY OF , 2017.
FOR THE TIERED RESPONSE ACTIVATION BETWEEN THE
RAINY RIVER DISTRICT SOCIAL SERVICES ADMINISTRATION
BOARD
[Rainy River District Paramedic Services]
AND
THE CORPORATION OF THE TOWN OF FORT FRANCES
[Fort Frances Fire and Rescue Services]

Where a request for Paramedic Services is received for an address within the municipal boundaries of the Town of Fort Frances, the Fort Frances Fire and Rescue Services agrees to respond at the request of the Kenora or Thunder Bay Central Ambulance Communications Center [C.A.C.C.] in any instance where a person is believed to be suffering from:

- 1) Real or suspected Cardiac and/or Respiratory Arrest
- 2) Motor Vehicle Collision given as Unknown, Life Threatening or Entrapment
- 3) Industrial/Construction Accidents
- 4) CBRNE-Chemical, Biological, Radiological, Nuclear or Explosive Events

- 5) In addition to the above, any incident in which the Paramedic Services System becomes overwhelmed to the point that an ambulance cannot be activated within 5 minutes of receipt of a code 4 response (life threatening), Fort Frances Fire & Rescue Service will be requested to assist until an ambulance becomes available. It is to be noted that if an ambulance from a different part of the District is responding Fort Frances Fire will not be tiered unless responding Paramedics or C.A.C.C. deem it appropriate.

The Kenora or Thunder Bay C.A.C.C. will notify the Fort Frances Fire and Rescue within one (1) minute of receipt of life threatening medical emergencies which meets the 5 criteria as outlined above for tiered response. The Rainy River Paramedic Services will re-supply expendable medical supplies used by the Fort Frances Fire and Rescue Service on a monthly basis or as required to maintain agreed upon inventories.

This agreement recognizes that Fort Frances Fire & Rescue may not be able to respond when occupied with a fire emergency or for any reason as determined by the senior on-duty Fire Officer or Fire Chief.

Both parties will carry appropriate Liability Insurance in accordance with the respective organization's By-Laws, Policies and/or Procedures.

This **Agreement** will be reviewed, revised and maintained by the participating agencies during the month of May of each year, or at the request of either party. A letter will be jointly prepared and executed by the Fire Chief and CAO of the Town of Fort Frances and the CAO/Paramedic Chief of DSSAB during the month May of each year and forward to their respective governance bodies.

During the term of Council of the Town of Fort Frances the current agreement will be reviewed and re-endorsed.

Either Party to this agreement may withdraw from participation in the tiered response agreement by giving the other party, ninety 90 days notice in writing, of its intention to withdraw from participation.

Signed on behalf of Town of Fort Frances

Roy Avis

Tyler Moffit

Doug Brown

Mayor
Town of Fort Frances

Fire Chief
Town of Fort Frances

CAO
Town of Fort Frances

Signed on behalf of Rainy River District Social Services Administration Board

Dan McCormick
CAO/Paramedic Chief
Rainy River DSSAB

Leanne Eluik
Director of Finance and Asset Mgmt
Rainy River DSSAB

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