

## **MCHD Tactical Emergency Medical Support Team**

### **Standard Operating Guidelines**

The purpose of the following guidelines is to provide a standardized set of operating guidelines to adhere to when operating in the capacity of a “Tactical Paramedic” for Montgomery County Hospital District. Failing to adhere to the following standards could result in, but not limited to, removal from the TEMS program, notice of written reprimand, suspension, or separation from the team or employment.

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## **Section 1 – Introduction of Tactical Emergency Medical Support Team (TEMS)**

### **Section 1.01 – General Introduction**

1. The goal of the Tactical Emergency Medical Support team is to provide Local, State, and Federal Law Enforcement Officers with trained and equipped Paramedics who are able to treat and assess individuals in various High Risk situations. These situations include, but are not limited to, Active Shooter Incidents, High Risk Warrant Services, Hostage situations, or any situation Law Enforcement deems too hazardous for a “Standard” EMS response.

### **Section 1.02 – Team Structure - Membership**

1. The Tactical Emergency Medical Support team will consist of 15 Full-Time team members that staff the designated TEMS Medic unit as designated by Command Staff. Currently, this designated unit is Medic 10 which is housed at Station 10.
  - a. All other members will bid with all other MCHD Field employees during the standard bid process.
2. Team members will be divided into shifts based on a 9-Day rotation with one (1) In-Charge and one (1) attendant per shift, with assignment based on the TEMS bidding process.
  - a. Shift assignment will be based on team membership seniority (Time in position).
    - i. Team membership seniority begins on the date the employee is assigned to the team.
  - b. In the event no one bids the TEMS shifts, the lowest senior In-Charge and Attendant will be placed on the shifts.
  - c. If shift bids are filled with the lowest senior medics, they will only be required to complete one (1) complete year shift bid, at which time the next senior member will be placed in the slot the following year, if the following year remains unfilled.
3. Due to the majority of scheduled search warrants being served between the hours of 0630-0700hrs, the TEMS unit hours will be 0600hrs-0600hrs. This will allow the new oncoming crew to be present for the warrant service and not create a shift change issue on every call.

4. Once it is determined a potential member meets all training and certification requirements, they must attend a regularly scheduled TEMS training event, meet with the current Team Coordinator, Team Leaders, and current members to participate in an oral interview panel to determine final team membership approval. The final approval for membership will be based on a majority rule by all current members.
  - a. Additionally, the prospective member may be required to meet with Law Enforcement Agency's SWAT team members for additional interview questions and approval to the team.
5. Successfully complete a "Selection and Assessment"
  - a. The Selection and Assessment will be comprised of various exercises and activities set forth by the Team Coordinator and Team Leaders designed to expose the candidate to various stressors that may be encountered by the Tactical Paramedic. Such activities may include but are not limited to:
    - i. Obstacles courses.
    - ii. Ruck Marches.
    - iii. Extended physical training.
  - b. For training purposes, the exact requirements and events of the Selection and Assessment will be overseen by the Team Coordinator and may be kept confidential.
  - c. The "Stress Day" is PASS/FAIL.

#### **Section 1.03 – Team Command Structure - Leadership**

1. The Tactical Emergency Medical Support team will consist of one (1) Team Coordinator who will be responsible for keeping track of team member certifications, Team Schedule, Equipment, and will organize training as needed. They will also be the primary Liaison for Law Enforcement for any Non-Emergency Issues.
2. The Team Coordinator will report to the Assistant EMS Chief of Operations with all issues as required by the EMS Chief.
3. The Team Coordinator will be chosen by Command staff from the current TEMS team members.
4. Team Leaders and Assistant Team Leaders will be assigned as needed to assist with team member management. This will be based on the needs of the specific Law Enforcement Agency's SWAT teams.
  - a. Interagency contracts have been completed for the following agencies, which could create a need for the assignment of Team Leaders and Assistant Team Leaders for these agencies:
    - i. Montgomery County Sheriff's Office SWAT
    - ii. Conroe Police Department SWAT
    - iii. Conroe ISD Police Department SWAT
  - b. While contracts have not been completed with all Montgomery County Law Enforcement Agencies, it is the mission of the TEMS program to train and support any Law Enforcement Agency in Montgomery County, as well as any Federal or State agency operating in or around Montgomery County.

#### **Section 1.04 – Availability of TEMS Unit**

1. Every effort shall be made to keep the tactical medic unit/team in the county, available, and in service at all times. This may include not assigning non-emergency calls that would keep the unit occupied for extended periods of times. (i.e. non-emergency out of county transfers.)
2. This will be up to the discretion of Alarm and District Chiefs at the time of Non-Emergency calls.

## **Section 2 – Team Eligibility Requirements**

### **Section 2.1 – General Introduction**

1. The position of a Tactical Paramedic is both extremely physically and mentally demanding which should not be taken lightly. Tactical Paramedics will encounter very difficult situations that aren't typical or normal Day-to-Day Pre-Hospital care situations and that should be understood before applying for team membership.

### **Section 2.01 – Tactical Emergency Medical Support Team Member Requirements**

2. Twelve (12) months experience as a Full-Time Paramedic for a Primary "911" EMS Provider.
3. Employed Full-Time by MCHD for at least six (6) months.
4. "SPECIAL CONSIDERATION" – Employees who may not meet all of the above criteria but possess significant previous experience in Law Enforcement, Military, or Tactical EMS may submit a letter detailing their previous experience and training to the TEMS Team Coordinator for special consideration.
5. Previous experience DOES NOT guarantee a position on the team.
6. Persons interested for special consideration may not be exempt from the physical fitness requirements.
7. Able to pass all required physical fitness requirements.
8. Ability to work as a team member in very stressful environments that include but are not limited to extended call-outs, possible encounters with armed suspects, inclement weather, and both mental and physical training scenarios.
9. No significant history of disciplinary issues with MCHD.
10. To be decided by the Team Coordinator and Assistant Chief of Operations
11. In good standing with the Department of Clinical Services

### **Section 2.02 – Physical Fitness Requirements**

1. Candidates must be able to meet the minimum standards in the following physical fitness assessment categories:
  - a. 1.5 Mile Run.
  - b. "Military Style" Push-Ups.
  - c. Sit-Ups.
  - d. 300meter Sprint.
  - e. "Dead-Hang" Pull-Up with palms facing forward
  - f. Max Bench Press.
2. Individual requirements for each section will be provided to the candidate prior to physical fitness assessment.

### **Section 2.03 Criminal Background Checks**

1. Due to the sensitive nature of Law Enforcement and to help maintain Operational Security, interested candidates must meet the following Criminal Background requirements:
  - a. No previous Felony convictions
  - b. No Misdemeanor Class A or B convictions within the past ten (10) years
  - c. Must not be under any type of court ordered Supervision such as Probation or Parole
  - d. Must not be the subject of any type of protective orders
  - e. Must not be currently under investigation for any Felony Offense or under Felony Indictment
  - f. No previous Family Violence convictions
  - g. Must be able to lawfully possess a firearm as allowed by State and Federal law
2. Team members are not required to possess firearms, but must be able to be in a position where they can lawfully possess one if needed.
3. Any interested candidate or current member who becomes the subject of a Criminal Investigation should report that information to the EMS Chief and the TEMS Team Coordinator within 24 hours.
  - a. Failure to do so may result in removal from the team.
  - b. Minor traffic offenses. (Refer to HR Policy 24-704 for inclusion/exclusion list)

#### **Section 2.04 – Continued Team Eligibility**

1. Team members should meet the following requirements in order to remain eligible with the team:
  - a. Successful completion of a physical fitness assessment at least once a year.
  - b. Maintain all required team certifications.
  - c. Maintain in “Good Standing” with Field Operations and Department of Clinical Services.
  - d. Remain in good standing with all associated Law Enforcement Agencies.
2. Failure to do so can result in the following: removal from the team, Probation, or other Disciplinary Actions as determined by the TEMS Team Coordinator and MCHD Command Staff.

#### **Section 2 – Team Training Requirements**

##### **Section 3.01 – MCHD Tactical Emergency Medical Support Team Training Requirements**

1. Team members shall attend 80% of all training sessions that are scheduled by the Team Coordinator. This includes but is not limited to:
  - a. Monthly training sessions with Law Enforcement which may include 8-12 hours of training.
    - i. Each member will be assigned a primary Law Enforcement Agency for which they are responsible for providing Medical Support on a monthly basis.
    - ii. In the event that the team members assigned team does not hold training for a given month, that member is eligible to attend other Law Enforcement Agency training if spots are available.
  - b. Monthly In-House sessions designed to cover topics such as new equipment, policies and procedures, or other topics discovered throughout the function of TEMS duties/responses.
    - i. An team member may not miss more than 2 consecutive scheduled In-House Monthly trainings.

1. In the event the employee does miss 2 consecutive monthly In-House trainings, they will be placed on probation for 1 year from the date of the last missed training.
2. If, within this 1 year probationary period, an employee misses 2 additional consecutive monthly In-House trainings, the employee will be removed from the team.
- c. Annual Physical Fitness testing
- d. Team members must attend designated training courses as determined by the Team Coordinator within a year, as classes become available, of becoming a member. These classes include, but not limited to, the following:
  - i. Tactical Emergency Casualty Care and/or Tactical Combat Casualty Care
  - ii. Advanced Law Enforcement Rapid Response Training:
    1. Active Shooter Level I
    2. First Responder Medical Course – FRMC (Formally ALERRT II)
    3. Active Attack Integrated Response (AAIR)
    4. Exterior Response to Active Shooter Events (ERASE)
    5. First Responder Breaching
2. Team members should be given a reasonable amount of notice prior to the scheduled training courses in order to allow for minimal impact on both the District’s regularly scheduled training, team member’s personal schedules, and to allow for minimal impact on the “911” system.
3. It is the intent of the Tactical Emergency Medical Support team to provide each member with the opportunity to attend the following classes as they become available and pending the financial approval by the District:
  - a. Basic Tactical Medical Course
  - b. Advanced Tactical Medical Course
  - c. Basic SWAT School
  - d. Advanced SWAT School
    - i. These programs may be delayed due to funding or may be taught In-House by MCHD personnel or Local Law Enforcement Agencies.
4. Team members will attempt and pass the Tactical Paramedic – Certification (TP-C) Exam within one year of joining the team.
  - a. The team member will be responsible for paying for the exam
  - b. Upon successfully passing the TP-C Exam, the team member will be reimbursed by the District.
5. It is the expectation that all members obtain the provider level in all of the above listed courses as well as obtaining Instructor Certification, when possible, in all of these classes as well. This will help the Team Member become more proficient in the material as well as be available to certify future team members when needed.

## **Section 4 – Team Activation**

### **Section 4.01 – Appropriate Situations for Team Activation**

1. The TEMS team may be requested/activated anytime a situation exists that utilizing their special training, equipment, or personnel would be seen as beneficial/necessary for patient care and considered a “Best Practice”.

2. Requests for the MCHD TEMS team that fall outside of the normal boundaries of Montgomery County shall be approved by the TEMS Team Coordinator and the Assistant Chief of Operations, when the situation allows.

#### **Section 4.02 – Personnel Allowed to Activate Team**

1. Any Municipality, State, County, or Federal Law Enforcement Agency.
2. MCHD District Chiefs or Command Staff Personnel.
3. MCHD ALARM Dispatchers actively involved in call taking/dispatching.
4. Outside agency Supervisory staff members.
  - a. Such requests are subject to approval.

#### **Section 4.03 – Process for Activation**

1. Any personnel requesting activation of the TEMS team may contact the Team Coordinator, Team Leader, or MCHD ALARM directly.
2. If a Team Leader is contacted directly, they shall contact the Team Coordinator so the call out information may be entered into the CAD for tracking and documentation.
3. If the TEMS team on duty feels the call out will be an extended Operation, they shall contact the Team Coordinator to allow notification of additional staff as needed.

#### **Section 4.04 – Types of Activations**

1. “STAND-BY ACTIVATION” is any situation where the need for a TEMS Team is likely, but not confirmed (I.e. Law Enforcement intends to conduct a Warrant Service, but has not yet provided confirmation on the location or time of service).
2. “FULL ACTIVATION” is any situation where the need for a TEMS Team is time sensitive and immediate assistance is required.
3. “OUT OF COUNTY” activation is any situation where the team will be utilized by an agency outside of Montgomery County.

### **Section 5 - Weapons**

#### **Section 5.01 – General Rules**

1. Given the dangerous situations a Tactical Paramedic may encounter, they must understand the need to have a good understanding of proper weapon handling, safety, and discipline.

#### **Section 5.02 – Weapon Training and Use**

1. Team members will not carry firearms but will receive training from the affiliated Law Enforcement Agencies to ensure team members know how to properly handle any firearms they may encounter.
  - a. These situations may include Downed Officer, Suspect with a Weapon, or any other potential situation in which the Tactical Paramedic may encounter a firearm.
2. All team members shall wear the required protective equipment when conducting any firearms exercises or training of any kind.
  - a. Refer to Section 6.01.1 for all required equipment.

### **Section 6 – Mission Readiness and Equipment**

### **Section 6.01 – Protective Equipment**

1. When participating in active call outs and training, all team members must have in their possession the appropriate protective gear, which includes:
  - a. Ballistic Vest.
  - b. Ballistic Helmet.
  - c. Eye Protection.
  - d. Ear Protection.
  - e. Proper Hand Protection (PPE gloves as well as issued leather gloves).
  - f. Any other equipment deemed necessary by the Team Coordinator.
2. It is the responsibility of the team member to ensure the proper care and handling of their protective equipment.

### **Section 6.02 – Mission Readiness**

1. All team members must maintain a certain level of mission readiness. This is not limited to:
  - a. Always ensuring their ability to respond within the required time frame.
  - b. Having their issued equipment in proper working condition.
  - c. Having their issued equipment in their possession while working the designated TEMS unit.
2. Team members shall equip themselves as necessary, for possible unexpected, lengthy deployments (12-36 hours). This includes having spare uniforms, equipment, and adequate supply of food and water.

### **Section 6.03 – Uniforms**

1. Specialized TEMS Team uniforms shall be approved by Command staff and shall only be worn in accordance when conducting TEMS Team related training and activities.
2. On duty TEMS Team members assigned to the TEMS unit shall respond in the standard MCHD EMS duty uniform as designated by standard Field Operations Guidelines.
3. Approved TEMS Team uniforms include:
  - a. Combat Shirt, Multi-Cam.
  - b. BDU Shirt, Multi-Cam.
  - c. TEMS t-shirt, either cotton or Dri-fit, Coyote.
  - d. BDU pants, Multi-Cam.
  - e. Merrell ¾ high boots, OD Green.
4. Proper placards/patches will be displayed at all times while wearing the approved TEMS Team uniform. These include:
  - a. Left Arm.
    - i. Employee Number, Subdued.
    - ii. MCHD EMS Patch, Subdued.
  - b. Right Arm.
    - i. Reverse American Flag, Subdued.
    - ii. Paramedic Patch, Subdued, either Certified or Licensed.
5. All TEMS Team members are required to be identified as “Medic” or “Paramedic” on all Ballistic vests or packs.



6. No other identification or morale patches are authorized without prior approval from TEMS Team Coordinator.
7. Modification to standard Field Operating Guidelines.
  - a. The SWAT Medic pin is approved for wear on the Class A and Class B uniform
    - i. The pin shall be worn above the right breast pocket, mounted  $\frac{1}{4}$ ", centered, above the name plate and serving since bar.
    - ii. The pin shall be gold or silver, whichever matches the color of the name and serving since bar.

## **Section 7 – Tactical Patient Care Guidelines**

### **Section 7.01 – Patient Treatment**

1. All treatment of patients should follow the Standard Field Operation Guidelines except:
  - a. Team members may deviate from Standard Field Operation Guidelines and SDOs only in situations that would place the Paramedic and/or patient in unnecessary risk.

### **Section 7.02 – Medical Control Unavailable**

1. Situations may arise during mission call outs where a Tactical Paramedic may not be in a safe position to contact Online Medical Control to consult for various patient treatments. When this situation occurs, the team member shall act in the best interest of the patient and provide the necessary care.
2. Standard reporting procedures should take place, in a timely manner, anytime a team member deviates from any Standard Field Operating Guideline.

### **Section 7.03 – Wellness Monitoring**

1. The Tactical Paramedic shall continuously be aware and actively looking for signs or symptoms of illness or injury to any Public Safety personnel or persons detained and/or in custody of Law Enforcement.
2. Anytime the Tactical Paramedic feels a situation exists that warrants a physical evaluation, obtaining of vital signs, or other diagnostic procedure is performed, the proper documentation should be initiated and all other Standard Field Operating Guidelines shall be utilized.

### **Section 7.04 – In Custody Risk Assessments**

1. Anytime a person is taken into custody, and significant force was utilized in their apprehension (i.e. Taser Deployment, Intermediate Striking Weapons) they shall be assessed by the Tactical Paramedic.
2. This assessment shall include a Subject In-Custody Risk Assessment Scale (SICRAS).

## **Section 8 – Miscellaneous Guidelines**

### **Section 8.01 Documentation and Radio Etiquette**

1. Standard documenting practices must be followed during Tactical Emergency Medical Support Operations. This includes documenting all standbys and any appropriate patient care situations.
2. Tactical EMS units will be referred to as:

- a. Standard Medic designation when operating as a Mobile Intensive Care Unit.
- b. TEMS 1-6 when operating as a Tier 1 Medic or Solo Tactical Medic (Medic with a bag).