The policy provides response guidelines to ECP’s for the operation of city vehicles.

Policy:

1. Notification
   - When the dispatcher receives a call for medical assistance, EMS personnel will be immediately notified by the Westcom Dispatch Center Channels.
   - The dispatcher will assign a response mode of either emergent, non-emergent or first due emergent to the crew after completing the EMD protocol. Crews should respond in a non-emergent mode until notified of the ambulance response code. Motor vehicle crashes with injuries will continue to be emergent from the onset of the call unless advised differently by Westcom.
   - The staffed ambulance will respond without delay and advise the dispatcher of all pertinent times.

2. Response Modes
   - Non emergent: No lights or siren
   - Emergent: Lights and/or siren (perceived or potential life threat)
   - First Due Emergent: Closest emergency vehicle responds emergent and others respond non-emergent.
   - The responding crew may alter response code if they feel that patient condition or field conditions warrants a change. An incident report with the reason for altering the response code assigned by dispatch will be completed in SharePoint.
• If a fire department vehicle is responding ahead of the ambulance it will be assumed that they are the first due unit. The responding fire department unit should notify the ambulance if they are out of territory.

3. Operation of City Vehicles

All City owned emergency response vehicles will be operated in accordance with the State of Iowa laws regarding emergency and non-emergency response as inserted below. Successful completion of a course in emergency driving techniques and a review of the laws and rules governing emergency vehicle operation are required. In the event of a collision involving a City owned vehicle, or personal vehicle when used by a service member responding as a member of the service, the ECP’s supervisor or Division Chief should be notified as soon as possible.

4. Iowa Code

321.231 Authorized emergency vehicles and police bicycles

A. The driver of an authorized emergency vehicle, when responding to an emergency call or when in the pursuit of an actual or suspected perpetrator of a felony or in response to an incident dangerous to the public or when responding to but not upon returning from a fire alarm, may exercise the privileges set forth in this section.

B. The driver of any authorized emergency vehicle, may:

• Park or stand an authorized emergency vehicle, irrespective of the provisions of this chapter.
• Disregard laws or regulations governing direction of movement for the minimum distance necessary before an alternative route that conforms to the traffic laws and regulations is available.

C. The driver of a fire department vehicle, police vehicle, or ambulance, or a peace officer riding a police bicycle in the line of duty may do any of the following:

• Proceed past a red or stop signal or stop sign, but only after slowing down as may be necessary for safe operation.
• Exceed the maximum speed limits so long as the driver does not endanger life or property.

D. The exemptions granted to an authorized emergency vehicle under subsection 2 and for a fire department vehicle, police vehicle, or ambulance as provided in subsection 3 shall apply only when such vehicle is making use of an audible signaling device meeting the requirements of section 321.433 or a visual signaling device, except that use of an audible or visual signaling device shall not be required when exercising the exemption granted under subsection 3, paragraph "b" of this section when the vehicle is operated by a peace officer, pursuing a suspected
violator of the speed restrictions imposed by or pursuant to this chapter, for the purpose of determining the speed of travel of such suspected violator.

E. The foregoing provisions shall not relieve the driver of an authorized emergency vehicle or the rider of a police bicycle from the duty to drive or ride with due regard for the safety of all persons, nor shall such provisions protect the driver or rider from the consequences of the driver's or rider's reckless disregard for the safety of others.

5. Minimum Driving Requirements

The ECP shall maintain a current Iowa Driver’s License. A Class D Chauffeur’s License with an endorsement 2 is required for all employees.

Before the ECP can drive in an emergency situation, the following actions must be successfully completed:

- Complete and pass a course meeting the requirements for emergency driving as outlined in Chapter 321, Code of Iowa.
- On an annual basis, the ECP must complete and pass an annual driving course that meets VFIS standards.

6. Driving During Orientation Period

During the orientation period, all department candidates will be accompanied by a crew member in the front with them while driving emergently or with a patient on board.

At their discretion, Senior Command Staff may approve driving privileges for an ECP prior to meeting the above requirements.

If an orientee is new to EMS and driving an ambulance in an emergency situation, their speed will be limited to 10mph over the speed limit and they must come to a complete stop at all stop signs and red lights. This will continue through their orientation period.

As part of their final orientation testing process, orientees will be required to take a practical driving test in the ambulance and successfully pass that test.

7. Use of Non-departmental Drivers

In certain situations, other public safety employees may be allowed to drive an Iowa EMS Alliance Ambulance. Other public safety employees may include:

- West Des Moines Police Officers
- West Des Moines Firefighters
- Members of other municipal EMS departments
8. Acceptable Driving Record Criteria

West Des Moines EMS driving record criteria will be in compliance with City of West Des Moines employee policy 8.4 regarding driver’s license requirements for applicants, employees and volunteers.

9. Initial Check of Driving Record

Following an offer for employment, a record of driving history will be obtained on each new employee through the IA Department of Transportation to ensure compliance with the city policy regarding driving requirements.

10. Annual Check of Driving Record

A driving history will be obtained on each employee on an annual basis to ensure compliance with the city policy regarding driving requirements.

11. The ECP Responsibilities

- An ECP shall notify a member of the Command Staff regarding any change to the status of his/her driver’s license, or driving privileges.

12. Use of Vehicle Camera

Some EMS units have been equipped with a camera system used to record significant events that might occur within the ambulance such as a rapid stop or a motor vehicle crash.

The occurrence of an "incident" will be indicated by the illumination and flashing lights on the camera’s recording unit located near or within the rear-view mirror of the EMS unit. The "incident" will then be reviewed by the appropriate Lieutenant and classified for statistical purposes if the situation warrants this action or any other actions.