



SENECA COUNTY

Emergency Services



Standard Administrative Guidelines

Policy: Policy/Procedure for Squad Cell Phone

Policy #: 30

Purpose: To define the rules of Cellular communication using county Cell Phone

Effective 11/2016

Review: Annually; 2/2020

Policy/Procedure:

1. All Seneca County EMS units have been provided with a Basic Cell Phone for use on Emergency Responses. These phones are paid for by Seneca County EMS. The Echo unit paramedic will have the Echo unit cellphone on their person to receive non-emergency/administrative calls/texts.
2. All Seneca County EMS units will utilize these phones when needed to communicate with receiving hospitals to relay patient information during situations that normal radio communications are ineffective or unavailable
 - a. If a cell phone is utilized for patient assessment, then a special report will be completed within emscharts and forward to the EMS director of the communication failure of the MED/VHF radio.
3. The Phones may be used at the coordinators discretion for county business pertaining to squad duties. i.e. Relaying information regarding personnel availability.
 - This policy is designed to clear any confusion as to what the phones may be used for.
 - The cell phone may not be used for personal communication of any kind.
 - The driver of the squad is not to use the phone while driving unless the hands free feature is utilized.
 - Each phone is equipped with a hands free feature that is simple to use and works reasonably well. If the phone is used by the driver this feature shall be utilized. County Policy prohibits the use of a cell phone without a hands free device while driving.
 - A basic phone list has been saved into the phone including all the county squad cell phone numbers, a list of local hospitals, EMS1, and the number for Seneca County Dispatch

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The EMS Crews can enter any other hospital numbers, or squad personnel numbers as necessary.

4. There will be absolutely no texting while driving a county ambulance ever, for obvious reasons of driver inattention on a personal phone. Also, there will be no texting while you are interacting/assessing a patient.

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