



SENECA COUNTY

Emergency Services



Seneca County Emergency Medical Services
Standard Administrative Guideline

Subject: Introduction and Purpose

Reference Number: 1

Effective Date: January 2011

Review Date: Annually, February 2020

Purpose:

This policy manual contains policies and procedures set forth by Seneca County EMS. These policies are approved by the EMS director, and the Seneca County Board of Commissioners.

Background:

Policies are defined as basic rules which guide administrative action for accomplishing the objectives of Seneca County EMS. Comprehensive and clearly defined policies consistently and fairly administered, are essential to the success of the organization. All personnel charged with responsibility of administering policy must be thoroughly knowledgeable of its contents. Furthermore, it is essential these policies are administered in a systematic, fair, and impartial manner.

Undoubtedly, there will be situations which shall require administrative interpretation of the policies set forth herein. Every effort must be made to ensure that such decisions are made objectively, with the general intent of the policy in mind.

As conditions shift within the structure of Seneca County EMS, it may be necessary to add, delete, or revise specific policies affected by such change. Updated policies shall be issued to all manual holders and communicated to all affected staff.

This policy manual is a guide to be utilized by management to ensure uniformity and nondiscriminatory application of the conditions of membership.

Employees of Seneca County EMS shall comply with all policies contained herein, as well as all policies in the Seneca County Personnel Policy Manual maintained by the Seneca County Commissioners office.

Policy & Procedure

Each squad shall receive and maintain a copy of this manual.

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