



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 304

Covid-19 Emergency Policy

Issued: October 29, 2020
Revised: November 17, 2020
Approved: Chief Robert Vogel

I. SCOPE

To establish interdepartmental procedures for the South Lyon Fire Department and its response to the Covid-19 pandemic. South Lyon Fire and its employees shall comply with this policy and the Oakland County Medical Control Protocols as well as all State of Michigan and CDC emergency directives, orders and recommendations.

II. TRAINING

The training officer is responsible for the training of all departmental staff on the use, storage, cleaning and disposal of personal protective equipment (PPE). This training shall be in accordance with SLFD MOP 303 Bloodborne Pathogens. Training will also be completed on station cleanliness and disinfection as well as social distancing practices. All staff members shall receive training on N-95 masks, barrier gowns and eye protection options for use during emergency medical responses to potentially positive or positively tested Covid-19 patients. A review of surgical masks shall also be included. Posters have been placed on the department information board located in the Radio Room from the CDC identifying symptoms associated with Covid-19 and stopping the spread of diseases as well as the Employees guide for workplace safety and health from MIOSHA.

III. SHIFT STAFFING AND INCIDENT RESPONSE

A. SHIFT STAFFING

When an employee reports for a scheduled shift, the employee shall, immediately upon entering the station, take their temperature with a department provided no touch thermometer. Additionally, the employee will utilize "Fastfield" and complete the Covid-19 screening form. If the employee answers positive to any of the screening questions or has a fever greater than 100.4, the employee shall immediately notify a chief officer and leave the station. A chief officer will then coordinate the next step(s) with the employee which may include Covid-19 testing and/or quarantining until cleared back to full duty.

B. INCIDENT RESPONSE FOR OFF DUTY PERSONNEL

When an off-duty employee responds to the station for an incident, and no apparatus have responded, the employee should immediately respond and complete their Covid-19 screening form on "Fastfield" immediately upon their return to quarters. At no time should an employee experiencing symptoms related to Covid-19 respond to the station for an incident. If the employee answers positive to any of the screening questions or has a fever greater than



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 304

100.4, the employee shall immediately notify a chief officer and leave the station. A chief officer will then coordinate the next step(s) with the employee which may include Covid-19 testing and/or quarantining until cleared back to full duty.

IV. EMERGENCY MEDICAL OPERATIONS

When Novi Central dispatches SLFD to an incident, they will provide a Covid-19 screening. Positive, Negative or Unknown. SLFD employees will follow all OCMCA protocols related to PPE to be worn. For any positive, negative or unknown screening, a minimum of an N-95 and eye protection shall be worn by SLFD staff. If SLFD or HVA paramedics will be performing any aerosolized procedure a barrier gown shall also be donned. SLFD staff shall treat all patients and decontaminate all equipment in accordance with OCMCA protocols 11.1 and 11.2 in addition to established OCMCA protocols and SLFD MOP's. A hard copy of these protocols is available at the fire station as well as electronically by going to <http://www.ocmca.org/coronavirus/> and <http://www.southlyonfire.com>. Upon contact with any medical patient, SLFD staff shall apply a surgical mask unless that patient is receiving oxygen by mask. Any patient who exhibit one of the following symptoms shall be treated as a possible COVID-19 patient; fever, chills, cough, shortness of breath, sore throat, loss of taste/smell, muscle pain or headache. Emergency medical care provided by SLFD staff should not be delayed to any patient, however SLFD should limit the amount of staff in direct patient contact to the minimum number required to provide appropriate patient care.

V. DAILY OPERATIONS

- A.** Face coverings such as a surgical mask or any other comparable material shall be required to be worn when two (2) or more people occupy the same vehicle or room. While eating, six (6) feet of distance must be maintained by SLFD staff. Examples include but not limited to; driving in an apparatus, indoor training sessions, meetings where appropriate social distancing cannot be maintained. A mask does not need to be worn while utilizing a workstation in a room alone.
- B.** If an employee believes that there has been a situation involving an unsafe working condition or in education program conditions, that employee should immediately report those conditions and/or circumstances to a chief officer in accordance with MOP 105, Complaint Resolution. Documentation will be requested though the use of a "Fastfield" incident reporting form. The reporting employee should provide as much detail as possible in the incident report.

VI. EXPOSURES AND EMPLOYEES EXHIBITING SYMPTOMS

Employees at a minimum are required to wear an N-95 and eye protection on every EMS incident where that have direct patient contact. An employee is not considered to have had an exposure to a Covid-19 positive patient unless, that employee was not wearing appropriate PPE. If an employee believes that they have had an exposure to a confirmed Covid-19 positive person, they should contact a chief officer as soon as possible. Any employee that believes they have had an exposure will also self-monitor for symptoms and be required to wear a surgical mask (or comparable mask) for two (2) weeks. If an



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 304

employee is experiencing symptoms related to Covid-19 and are off duty, they should contact a chief officer as soon as possible and notify them of the symptoms. The chief officer will provide direction to the employee as to testing procedures, quarantining recommendations and return to full duty procedures. Employees that notify SLFD of symptoms related to Covid-19 will be exempt from the monthly run percentage requirements for the duration of their illness. SLFD is not responsible to cover the cost of Covid-19 testing or treatment for any non-incident related Positive Covid-19 exposures.

Approved by
/s/ Chief Robert Vogel