

**Department of Health and Wellness
Ambulance Services Branch
Standard Interpretation**

Page	Subject	Reference number
1 of 1	Pocket Face Mask	1993-001

Purpose:

To ensure the pocket face mask are of a style to adequately allow the ambulance attendants to perform their task.

Policy:

The two pocket face mask required in the ambulance must have the following features:

One way valve

Oxygen inlet (port)

If any of the above features are missing or unserviceable, an infraction will be recorded for the item on the ambulance inspection documentation.

<i>Contact Person</i>	Date of	Date review	Date review	Date review
<i>Inspection Unit 453-2220</i>	1993/09/27	2003/04/16		
<i>Applicable regulation</i>	Standard for Ambulance Services Page 5 Part II, C-8			

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Page	Subject	Reference number
2 of 1	Lights and Siren Usage	1993-002

Purpose:

To ensure compliance with the Motor Vehicle Act regarding the usage of emergency lights and siren.

Policy:

Currently Appendix E-1, section 1 of the Standards for Ambulance Services states that an ambulance must use emergency lights with a siren in order to be considered an emergency vehicle under the Motor Vehicle Act.

During the 1993 Spring Session of the Legislature, amendments were made to the Motor Vehicle Act which apply specifically to ambulances. These amendments are as follows:

1. When an ambulance is traveling during an emergency call, all emergency lights must be used. If at any time during an emergency the ambulance approaches a vehicle, pedestrian, or intersection the siren must be used in addition to the emergency lights.

The revisions is intended to allow the driver of an ambulance to choose not to use the siren when:

- 1) safety will not be compromised, and
- 2) the absence of the siren would be beneficial to the patient.

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Ambulance personnel are reminded that emergency warning equipment is only to be used where there is a potentially for loss of life or limb. The driver of an ambulance is always responsible for the safe operation of the vehicle and is not protected from criminal charges or civil action while using emergency lights and siren.

Only the proper use of emergency warning equipment allows the driver of an ambulance to benefit from the exceptions provided for in Section 110 of the Motor Vehicle Act.

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<i>Inspection Unit 453-2220</i>	1993	2003/04/16		
<i>Applicable regulation</i>	<u>Standard for Ambulance Services</u> Page 21 Part V b.			

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Page	Subject	Reference number
4 of 1	Identification Card Usage	<u>1993-003</u>

Purpose:

To ensure ambulance attendants can be properly identified regardless of clothing or uniform.

Policy:

Anyone responding to an ambulance call is expected to have an identification card approved by the Province of New Brunswick in their possession. Ambulance personnel responding to a call without a uniform or some other clothing, which identifies them as a member of an ambulance service, must display an identification card on their person.

Anyone who has not received an identification card, or require a replacement, must contact the Paramedic Association of New Brunswick to obtain the appropriate documentation.

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<i>Inspection Unit</i> 453-2220	1993/09/27	2003/04/16	2003/09/24	2004/06/17
<i>Applicable regulation</i>	<u>Standard for Ambulance Services</u> Page 6, Part II. e-3			

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Page	Subject	Reference number
5 of 1	Hazardous Materials	<u>2000-001</u>

Purpose:

To ensure compliance with the Standards for Ambulance Services, Section IV b-1 which states that each attendant shall know how to recognize hazardous materials, and procedures to be followed when dealing with a hazardous material situation.

Policy:

Since Hazardous Materials training is no longer part of the Emergency Medical Technician level 1 program, each service is required to provide training for their personnel during each year of service. This training does not need to be a formal “course”, but should be aimed at increasing the understanding of ambulance personnel of the local resources and procedures for dealing with a hazardous materials incident.

It is adequate if each service invites a resource person with expertise in this area to speak to their personnel annually. It is also acceptable for a service to review a Hazardous Material training video. This session should cover this issue from a local perspective and detail topic, which effect the delivery of ambulance service during a hazardous materials incident. Possible sources for a resource person would include your local Fire Department, or perhaps a representative of local industry would be appropriate. Additionally, if your coverage area includes some heavy industry, perhaps a tour and an overview of their operation could be arranged through a plant safety officer.

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<i>Inspection Unit</i> 453-2220	2000/01/01	2003/04/16		
<i>Applicable regulation</i>	Standard for Ambulance Services Page 5 Part II, C-8			

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Page	Subject	Reference number
6 of 1	Radio Communications	<u>2000-002</u>

Purpose:

To ensure radio communication is understood by all users and transmissions are no longer then necessary.

Policy:

Effective immediately, all ambulance and hospital personnel using the ambulance radio shall implement the following radio procedures:

- ♦ Due to the wide range of interpretation using “10 Codes” between ambulance services, hospitals and other agencies, all personnel are requested to use “plain language” when transmitting messages on the radio. “10 Codes are not to be used”. It is also recommended that users should become familiar with radio procedure guidelines established by the International Telecommunication Union and Industry Canada.

- ♦ When transmitting patient information to the hospital, the medical radio report is made to the receiving facility to advise them of your pending arrival. Due to increased radio traffic, this radio transmission must be as brief as possible, while still allowing the appropriate patient information to be communicated. This report should be no more than 45 seconds in length.

The following is the type of information to include:

- Unit identification number;
- Patient age and sex;
- Patient’s chief complaint or your perception and severity of problem;
- Any pertinent signs and symptoms;
- Emergency medical care given and response, if any; and
- Estimated time of arrival.

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<i>Applicable regulation</i>	Standard for Ambulance Services Page 21 Part V b.			

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Page	Subject	Reference number
7 of 1	Cervical Collars	<u>2000-003</u>

Purpose:

In order to comply with Section page 16 Par III, b-3 Patient Care Equipment 3.2.4 Cervical Collars of the Standards for Ambulance Services in New Brunswick.

Policy:

Each licensed ambulance must have a minimum of 6 rigid collars of variable sizes from pediatric to tall. Alternatively the services may have; two adjustable cervical collars with two pediatrics. Adjustable collars must meet the following requirements.

- ◆ Must support the weight of head in normal flexion.
- ◆ Must provide and maintain traction on the neck and should prevent lateral, rotational, and anterioposterior movement of the head.
- ◆ Should be comfortable, X-Ray translucent and compact.
- ◆ Should be capable of sustaining repeated sanitation.
- ◆ Should not interfere with the airway nor affect cerebral circulation.
- ◆ Equal to or better than the Stiff Neck and Stiff Neck Select in immobilizing capacity.

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<i>Applicable regulation</i>	Standard for Ambulance Services Page 5 Part II, C-8			

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Page	Subject	Reference number
8 of 1	Radio Testing	<u>2000-004</u>

Purpose:

Due to a significant increase in radio communication between ambulance services and the Medical Transport Coordination Center since its implementation, radio checks with MTCC must be kept to a minimum in order to reduce unnecessary radio transmissions and avoid “gridlocks”.

Policy:

The Ambulance Services Branch is requesting that communication checks be completed in accordance with these guidelines:

- ◆ If the ambulance service has not accessed MTCC with the IRCS for 72 hours, a radio check may be done with MTCC.
- ◆ Radio checks with MTCC must be done weekly. The best time for these checks are between 0800-0900 or 1700-1800hrs.
- ◆ Radio checks should be done with MTCC if a radio communication problem is suspected.
- ◆ Radio checks should be done with a base station, another vehicle radio or a portable radio within your own service on a daily basis. This can easily be accomplished without MTCC.
- ◆ The paging system should also be checked locally on a daily basis to ensure proper operation. You can do this by phoning the telephone number assigned to your pagers and leaving a message.

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- ◆ Pressing the PTT button on any IRCS radio and listening for the repeater to engage will ensure that the repeater can be accessed.

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<i>Applicable regulation</i>	Standard for Ambulance Services Page 21 Part V b.			

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Page	Subject	Reference number
10 of 1	Vehicle Replacement	2000-005

Purpose:

To ensure new ambulances are properly prepared for service and de-commissioned ambulances have all identifying markings removed.

Policy:

All new vehicles shall be inspected prior to being placed in service. It is the responsibility of the licensees to adequately prepare the vehicle and contact the Inspection Unit prior to placing the vehicle in service.

The vehicle being replaced is no longer licensed under the Ambulance Services Act as an ambulance in the province of New Brunswick and is no longer considered an authorized emergency vehicle under the Motor Vehicle Act.

Within 14 days of replacement the decommissioned vehicle must be stripped of all markings and emergency lights which identify the vehicle as an ambulance. This will be done in order for the service to comply with the Ambulance Services Act.

Ambulances being returned to Malley Industries upon expiration of the lease will not be required to have markings and lights removed.

The ambulance service is requested to advise the Ambulance Services Branch, Inspection Unit, in writing indicating that they are complying with policy 2000-005

An inspection may be conducted within 14 days of the vehicle being replaced.

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<i>Inspection Unit</i> 453-2220	2000/07/14	2003/04/16	2003/09/24	
<i>Applicable regulation</i>	<u>Standard for Ambulance Services</u> Page 21 Part V b.			

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Page	Subject	Reference number
11 of 1	Borrowing of licensed vehicles	2000-006

Purpose:

To facilitate the ability of the Ambulance Services Branch to perform system status management.

Policy:

All ambulances in the province of New Brunswick are assigned to a specific ambulance service. The license to operate an ambulance service is valid only with respect to the ambulance(s) displayed on the service license.

As a result licenses are not permitted to borrow a vehicle from another service under any circumstance without prior approval from the Department of Health and Wellness.

Under exceptional circumstances, the Director of the Ambulance Service Branch may approve the ambulance for use by another service.

Exception:

Contractors who operate more than one ambulance service may exchange ambulances between services to achieve efficient and effective utilization of the fleet.

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<i>Applicable regulation</i>	Standard for Ambulance Services Page 21 Part V b.			

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Page	Subject	Reference number
1 of 1	Anaphylaxis Reaction Shared responsibility between Public Health Nurse and Emergency Medical Technician	<u>2000-007</u>

Purpose:

To facilitate the shared responsibility between the Public Health Nurses and Emergency Medical Technicians during ambulance transport of a Public Health client experiencing anaphylaxis from a immunization clinic setting to hospital by an ambulance service that is not equipped to administer medication to manage anaphylaxis.

Policy:

The Public Health Nurse may accompany the patient during the ambulance transport if the attending ambulance service is not equipped to manage an anaphylaxis reaction.

Medication administration (Epinephrine/Adrenaline) as deemed necessary and transfer of medical documentation to the ambulance personnel will be the responsibility of the Public Health Nurse. Relevant medical documentation will be provided to the ambulance staff in situations where the Public Health Nurse will accompany the patient and in situations where the ambulance personnel is equipped the manage the anaphylaxis reaction and the Public Health Nurse is not required.

With the exception of anaphylactic related assessments to determine the need for medication administration, ambulance personnel will be responsible for the patient assessment and intervention within their current scope of practice.

Consultation between local ambulance services and Regional Public Health offices are encouraged and may be initiated by either party.

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<i>Applicable regulation</i>	<u>Standard for Ambulance Services</u> Page 21 Part V b.			

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Page	Subject	Reference number
13 of 1	Approval of Additional Vehicles	<u>2000-008</u>

Purpose:

To ensure Ambulance Services Branch has knowledge and control over the number of ambulances in the provincial fleet.

Policy:

No additional capital or operating funding will be provided as a result of the purchase or operation of the additional vehicle(s). This mean that licensee will be responsible for funding either within or outside their approved budgets.

The license shall obtain and maintain each vehicle in compliance with the Standards for Ambulance Services.

They will ensure that the vehicle is and remains fully stocked in compliance with the Standards for Ambulance Services.

The licensee will be responsible to purchase, install, license and maintain in each additional vehicle a mobile radio system acceptable to the Province at their expense. This system will have the necessary features of the Integrated Radio Communication System, which will, include driver and patient compartment communication, access.

Summit an application for licensure of the vehicle under the Ambulance Services Act.

Each additional vehicle has received an inspection and licensure by the Province prior to putting the vehicle into service.

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<i>Applicable regulation</i>	<u>Standard for Ambulance Services Page 21 Part V b.</u>			

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Page	Subject	Reference number
14 of 1	Maintaining Communications	<u>2000-009</u>

Purpose:

Communication between field units, ambulance personnel, receiving hospitals and dispatch personnel on a 24/7 basis is necessary to ensure that the ambulance system works in the most efficient way possible.

Policy:

Ambulance services are responsible to ensure that their personnel inform MTCC of any changes to each vehicles general location and status (available on-site, available off-site, not available) at all times. This includes vehicles that are out of their Primary Service Area performing inter-locality transfers.

Ambulance services are responsible to ensure that their personnel use the pagers assigned to each vehicle, vehicle radios and hand-held radios so that MTCC can contact each vehicle using the means that are normally used. Ambulance services are also responsible to ensure that personnel in an ambulance continuously monitors the IRCS radio channel in the area in which they are currently located and respond when requested.

When responding to a call, the ambulance personnel must advise MTCC that they are en-route by using the mobile radio only.

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<i>Applicable regulation</i>	Standard for Ambulance Services Page 21 Part V b.			

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Page	Subject	Reference number
15 of 2	Accident Reporting	2001-001

Purpose:

In order to examine all accidents involving ambulances in the province. This document will provide valuable information concerning the circumstances surrounding any ambulance accident. The forms will ensure that all accidents involving an ambulance are recorded consistently. This will be the basis of a system that will provide information about all accidents involving an ambulance. This will give the major stakeholders information concerning driving patterns, ways to improve the construction and safety of ambulances in New Brunswick and to determine any future driver educational program requirements or other related programs.

Policy Statement:

In order to analyze and keep track of all accidents involving ambulances in New Brunswick, the Department of Health and Wellness, Ambulance Services Branch requests that the ambulance accident report be completed in all circumstances when an ambulance is involved. This process will ensure that ambulance accidents are properly documented in a systematic and timely manner.

All motor vehicle accidents involving an ambulance must be reported within 24 hours to the Department of Health and Wellness and Malley Industries on the incident report form provided. This report must be completed within 48 hours on any accident involving an ambulance. It is also important that the document be accurately and completely filled out.

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The incident report consists of three copies. A copy of this report must be forwarded to the following agencies.

Department of Health and Wellness Ambulance Services Branch P.O. Box 5100 520 King Street, 2 nd Floor Fredericton New Brunswick Canada, E3B 5G8	Malley Industries Inc 212 Halifax St. Moncton, New Brunswick Canada, E1C 9S2
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A copy must be kept by the Ambulance Licensee and be made available to the inspector on request.

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<i>Inspection Unit</i> 453-2220	2001/02/19	2003/04/16		
<i>Applicable regulation</i>	<u>Standards for Ambulance Services in New Brunswick Page 20 Part IV. b-3</u>			

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Page	Subject	Reference number
17 of 1	Maintenance program covering vehicles under the Ambulance Procurement System	2001-002

Purpose:

The preventive maintenance inspections are being done in order to ensure the highest level of safety and integrity of a vehicle, to prevent and minimize repair cost and down time associated with premature wear or failure of a vehicle component.

Policy Statement:

Licenses are required to keep reports containing the current mileage, hour meter reading along with any preventive maintenance program “PMP” inspection schedule and supporting work orders related to the completion of the inspection schedules and or repair items for the ambulance.

The following documentation shall be maintained on file for all vehicles:

- ◆ Monthly mileage report
- ◆ Maintenance schedule
- ◆ Work orders verifying completion of maintenance schedule
- ◆ Repair work orders

Copies of the above documentation shall be available to the inspector on request. The licenses are also responsible for submitting completed forms to Malley Industries Inc.

Tire inspection, road test and complete inspections, under the vehicle are part of the vehicle inspection performed by the vehicle quality coordinator for Malley Industries Inc. The vehicle being inspected must be taken out of service while these sections of the inspection are being completed.

This section of the inspection will take approximately 1 hour. The service will be responsible to contact MTCC before and after the completion of the inspection in order to advise them on the status of the vehicle being inspected.

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Any failure to comply with the requirements and provisions of the Preventive Maintenance Program covering vehicles under the Ambulance Procurement System will be considered as an area of non-compliance with the Standards for Ambulance Services.

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<i>Inspection Unit</i> 453-2220	2001/02/19	2003/04/16		
<i>Applicable regulation</i>	<u>Standards for Ambulance Services in New Brunswick Page 19 Part III c.2.</u>			

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Page	Subject	Reference number
19 of 2	Mass Casualty Incident Exercise	2001-003

Purpose:

Ensuring appropriate dispatch priority, appropriate management and delivery of ambulance service during Mass Casualty Incident exercise.

Policy Statement:

Before any Mass Casualty Incident exercise the ambulance service located in the primary service area of the exercise must:

- ◆ Contact the Medical Transportation Coordination Center at least five days prior to the date of the exercise and on the day of the exercise at 1-800-353-7899.
- ◆ Contact the field coordinator responsible for your service at the Department of Health and Wellness, Ambulance Services Branch at 453-2220 at least five days prior to the date of the exercise and on the day of the exercise.
- ◆ Have the time and date of the exercise available.
- ◆ Review proper radio procedure that must be followed during such an exercise. When an exercise is dispatched it will be announced as a "exercise". The word "exercise" must proceed any radio communication during such practice.
- ◆ Contact the health care facility in your primary service area.

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- ◆ When conducting an MCI exercise, make sure that everyone knows the keyword for a *real* illness or injury on the exercise scene. When faced with a dangerous situation, transmit this information immediately to the Medical Transportation Coordination Center. All radio traffic should cease until the emergency condition is corrected.

- ◆ Please remember that emergency traffic has priority and no transmissions during an exercise may interfere with normal communications.

- ◆ If MTCC gives the instructions for units on the exercise to "hold transmissions" they will do so until MTCC advises otherwise.

- ◆ Ambulance services will advise MTCC when the exercise is completed.

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<i>Inspection Unit</i> 453-2220	2001/06/05	2003/04/16		
<i>Applicable regulation</i>	<u>Standards for Ambulance Services in New Brunswick Page 2</u> <u>Part I a-6.</u>			

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Page	Subject	Reference number
21 of 1	Inter locality Transfers Wait Time Approval	2001-004

Purpose:

Ambulance services must ensure that MTCC is notified that a wait time is required.

Policy Statement:

Effective immediately, ambulance services requiring wait times are to make the request via landline within 30 minutes of their arrival at the receiving facility.

After patient care is transferred to the receiving facility, the ambulance service must make themselves available by contacting MTCC as soon as possible.

Ambulances are required to advise MTCC when they are departing from the facility.

Ambulances are required to advise MTCC as soon as they are back in their coverage area.

Failure to follow this policy could result in the wait time period not being remunerated.

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<i>Inspection Unit 453-2220</i>	2001/12/03	2003/04/16		
<i>Applicable regulation</i>	<i><u>Standards for Ambulance Services</u> Page 2 Part I</i>			

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Page	Subject	Reference number
22 of 1	Staffing Standards	2001-005

Purpose:

To establish standards relating to the staffing of an ambulance.

Policy:

No person shall employ any person as an ambulance attendant unless the person employed is currently certified by the Minister as an ambulance attendant.

Ambulance Services are responsible for the provision of qualified ambulance personnel. All ambulance services must use qualified ambulance attendants consistent with the Standards for Ambulance Service in New Brunswick to staff an ambulance.

As of May 1, 1995 at least one ambulance attendant responding to a call must be certified to the level 1 Emergency Medical Technology program “EMT-1”.

In order for ambulance services to ensure that the Standards are met in this regard, all EMT’s must be certified by the Province at the EMT-1 level regardless of their educational level.

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<i>Inspection Unit</i> 453-2220	2001/11/01	2004/04/16		
<i>Applicable regulation</i>	<u>Ambulance Services Act</u> Page 8 section 13 (c) & 11 (6)			

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Page	Subject	Reference number
23 of 1	Equipment Restraints	2001-006

Purpose:

To maximize the safety and security of occupants.

Policy:

All equipment and accessories installed are to be designed and affixed to maximize the security and safety of the attendants, patients and passengers.

No oxygen tank of any size will be allowed under the squad bench unless properly secured using appropriate fasteners such as a "tank holder" or other means of attachment, which must provide maximum restraint.

Tank Holder: Means the retention system, including all hardware provided for holding the tank in the ambulance.

Any large or heavy object located in the squad bench must be properly secured using appropriate fasteners. Please ensure that the latch for the covers are properly secured at all times.

Any modification to the ambulance must meet or exceed the Canadian Motor Vehicle Safety Standards " CMVSS" and must be performed by CMVSS certified technician.

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<i>Inspection Unit</i> 453-2220	2001/11/6	2003/04/16		
<i>Applicable regulation</i>	<u>Standards for Ambulance Services Page 19 Part III</u>			

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Page	Subject	Reference number
24 of 1	Ambulance Procurement	<u>2002-001</u>

Purpose:

To maintain scheduled replacement of ambulances under the Ambulance Procurement System.

Policy:

Vehicles scheduled for replacement under the procurement transition plan must be replaced as per schedule. If for any reasons the ambulance service would like to request an amendment to the plan, they must follow the steps identified in Malley Industries Inc. policies and procedures manual section 3.

The vehicle being replaced must be stripped of all markings and emergency lights, which identify the vehicle as an ambulance within 14 days in accordance with policy 2000-005

The Vehicle Number assigned to the vehicles cannot be changed. This number is assigned to the vehicle until it no longer is licensed under the Ambulance Services Act as an ambulance.

Also the ambulance radio assigned to a specific vehicle cannot be switched to another vehicle. A technician working for DOT must perform any work on these provincial radios.

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<i>Applicable regulation</i>	<u>Standard for Ambulance Services</u> Page 21 Part V b.			

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Page	Subject	Reference number
25 of 1	Non-Funded Ambulances	<u>2002-002</u>

Purpose:

To ensure that the provincial ambulance fleet is sufficient to meet the operational demands, and that all vehicles within the fleet are replaced as required according to the Ambulance Procurement Transition Plan.

Policy:

Effective immediately, the Ambulance Services Branch, Department of Health and Wellness will no longer approve the use of non-funded ambulances. Vehicles replaced by the Department through the Procurement system will not be permitted back in the system as non-funded vehicles. Also, if a non-funded vehicle presently licensed in the system is being retired, the department will not approve the replacement of the unit.

In the event that an ambulance service has reason to believe that an additional unit is required for operational reasons, a request may be made in writing to the Department for consideration.

If the request is justified, the additional vehicle will be approved under the Ambulance Procurement Program.

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Page	Subject	Reference number
26 of 1	Knowledge of Coverage Area	<u>2002-003</u>

Purpose:

To ensure ambulance personnel are familiar and comply with the Standards for Ambulance Services in New Brunswick section Part II, c-8. It is pertinent that ambulance personnel have a geographic knowledge which will allowed them to reach their destination without any unnecessary delay.

Policy:

All attendants affiliated with an ambulance service must be knowledgeable of the geography of their primary service area. Also all ambulance services must be able to comply with requests for inter-locality transfers and balanced emergency coverage with adherence to policy 2002-2004 which requires Provincial maps to be maintained in all ambulances at all times.

Knowledge of the geography: Means the primary service area as well as all other destinations and geography between areas commonly traveled while performing inter-locality transfers.

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Page	Subject	Reference number
27 of 1	Vehicle Maps	2002-004

Purpose:

To ensure Ambulances traveling throughout New Brunswick use the most direct and appropriate routes, that patients spend the least amount of time in transit as necessary.

Policy:

Due to the increased demand on ambulance services to perform inter-locality transfers (ILT) and balanced emergency coverage (BEC) to areas that are not traveled on a regular basis, the Ambulance Services Branch is requesting that all ambulances have provincial maps of New Brunswick. Maps of any area that an ambulance can reasonably expect to travel within that they are unfamiliar with must also be included.

All maps must be reviewed and updated yearly with pertinent changes.

All ambulance operators are required to make available maps of their coverage area to services that request them in order to provide mutual aid as necessary.

It is expected that all staff will be able to read and follow these maps in order to prevent lost travel time while performing any call assigned by MTCC.

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<i>Applicable regulation</i>	Standard for Ambulance Services Page 21 Part V b.			

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Page	Subject	Reference number
28 of 1	Drivers Abstracts	2002-005

Purpose:

To ensure that ambulance attendants in the Province of New Brunswick are meeting the Standards for Ambulance Services in regard to driver's license requirements.

Policy:

In order to ensure that ambulance attendants affiliated with an ambulance service are meeting the requirements related to their driver's license, every ambulance service will be required to maintain yearly drivers abstracts on ambulance attendants affiliated with their service.

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<i>Applicable regulation</i>	Standard for Ambulance Services Page 5, Part II. c-5,c-6 & c-7.			

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Standard Interpretation**

Page	Subject	Reference number
29 of 1	Portable Suction	2002-006

Purpose:

To ensure ambulance personnel have the ability to adequately manage airway obstructions requiring suctioning prior to moving the patient to the ambulance.

Policy:

It is understood that the portable suction will have the same performance abilities as the vehicle mounted with the exception of the collection capacity. This means it will create a static pressure of 300 mm of mercury in 4 seconds. As well it will have a debit capacity of 20 L/minute. The collection container capacity must be a minimum of 400ml.

The suction device must accommodate both the rigid and flexible suction catheters.

<i>Contact Person</i>	Date of Issue	Date review	Date review	Date review
<i>Inspection Unit 453-2220</i>	2002/04/19	2003/04/16		
<i>Applicable regulation</i>	Standard for Ambulance Services Page 5 Part II, C-8			

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Page	Subject	Reference number
30 of 1	Recertification of advanced procedure	<u>2002-007</u>

Purpose:

In order to ensure adequate medical supervision and control.

Policy Statement:

Ambulance service will be responsible to ensure that ambulance attendants are recertified at a minimum of every 12 months.

Ambulance service who have had their advance procedure approved through the Clinical Service Enhancement Review Team must follow the guideline outline in their propose applications to implement enhancements.

A copy of the written documentation verifying the date of the last examination must be kept in the ambulance attendant personnel file and be made available to the ambulance inspector upon request.

The entire recertification must be completed prior to the expiration date.

<i>Contact Person</i>	Date of Issue	Date review	Date review	Date review
<i>Inspection Unit</i> 453-2220	2002/12/24	2003/04/16		
<i>Applicable regulation</i>	<u>Standards for Ambulance Services in New Brunswick Page 5 Part II. D. Page 2 Part 1 a-2, a-7 & a-8.</u>			

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Page	Subject	Reference number
31 of 2	Advanced Life Support Intercepts	<u>2002-008</u>

Purpose:

To ensure patients requiring specific skills which exceed the scope of practice of the attending ambulance personnel, can receive these skills in a consistent, safe and practical manner where available.

Policy:

Due to the increased demand on ambulance services who provide above Basic Life Support (BLS) care to perform Advanced Life Support (ALS) Intercepts, the Ambulance Services Branch will require that the following steps and processes be implemented immediately:

- ◆ Written agreements executed between both parties, which will clearly define:
 1. The patient types that would prompt an ALS intercept request;
 2. pre-defined operational procedures and timeframes for the rendezvous and official transfer of care from the BLS ambulance personnel to the ALS ambulance personnel;
 3. pre-defined operational procedures and timeframes for the initial notification and pre-intercept communications between the BLS ambulance personnel to the ALS ambulance personnel;
 4. pre-defined operational procedures and timeframes for the return of any equipment, exchanged during the transfer between the parties;
 5. ongoing monitoring by the parties to ensure that these intercepts are being done with a “best practices” approach in mind.

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Effective immediately, the current practice of the transfer of staff from the ALS ambulance to the BLS ambulance will cease. The only acceptable method to transfer care from one provider to the other is through the physical transfer of the patient from the BLS ambulance to the ALS ambulance including the stretcher.

Following the transfer of care, the BLS ambulance should return to their primary service area and advise the dispatch center of their availability.

<i>Contact Person</i>	<i>Date of Issue</i>	<i>Date review</i>	<i>Date review</i>	<i>Date review</i>
<i>Inspection Unit 453-2220</i>	2002/12/06	2003/04/16		
<i>Applicable regulation</i>				

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Page	Subject	Reference number
33 of 1	Fire Extinguishers	2002-009

Purpose:

To ensure safe storage of fire extinguishers in an ambulance.

Policy:

Effective immediately fire extinguishers must be removed from the drivers compartment of the ambulance. As well, all extinguishers in the patient compartment must be mounted in a vertical position, which is visible and easily accessible without entering the vehicle.

Note: In the future Malley Industries will be exploring alternate storage locations that will enable ambulances to safely carry two extinguishers.

<i>Contact Person</i>	Date of Issue	Date review	Date review	Date review
<i>Inspection Unit</i> 453-2220	2002/12/06	2003/04/16		
<i>Applicable regulation</i>	Standard for Ambulance Services Page 5 Part II, C-8			

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Page	Subject	Reference number
34 of 1	Scheduling	2004-001

Purpose:

To ensure ambulance services have staff capable of responding to an ambulance call upon request.

Policy:

Staffing an ambulance with two ambulance attendants means the service must meet the following requirement in order to comply with the Standards for Ambulance Services in New Brunswick.

- The service must be able to provide upon request, a copy of a schedule naming the staff dedicated to respond in the event of an ambulance call. This schedule must be completed for all Primary Service Area unit hours the service is contracted to provide. The schedule must be a minimum of 14 days in advance.

<i>Contact Person</i>	Date of Issue	Date review	Date review	Date review
<i>Inspection Unit</i> 453-2220	2004/02/28			
<i>Applicable regulation</i>	Standard for Ambulance Services Page 6 Part II, e-1			

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Page	Subject	Reference number
35 of 1	Out of Service	2004-002

Purpose:

To prevent unnecessary delays in dispatching an ambulance and ensuring the dispatch center is aware of all available resources.

Policy:

Ambulance services must notify their dispatch center prior to removing an ambulance from duty that is required to provide Primary Service Area coverage. This notification must be completed via telephone providing the details of why and when it is expected back in service. This may be communicated via the mobile radio in extenuating circumstances (i.e. mechanical failure or inclement weather). The service must advise the dispatch center via the same methods when they return the ambulance to service.

An ambulance shall not be removed from duty except for preventative maintenance or mechanical repair without prior approval from the Ambulance Services Branch.

<i>Contact Person</i>	Date of Issue	Date review	Date review	Date review
<i>Inspection Unit 453-2220</i>	2004/02/28			
<i>Applicable regulation</i>	Standard for Ambulance Services Page 2 Part I, a-1			

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Page	Subject	Reference number
36 of 1	Drivers License	<u>2004-003</u>

Purpose:

To ensure that ambulance attendants in the Province of New Brunswick are not restricted from practicing Para medicine contingent of their drivers abstract.

Policy:

A qualified ambulance attendant shall have a valid driver's license for driving an ambulance as required by the Department of Transportation while operating the vehicle. Employers and educational institutions will be responsible to determine driving abstract requirements as prerequisites and terms of enrollment and employment.

<i>Contact Person</i>	Date of Issue	Date review	Date review	Date review
<i>Inspection Unit</i> 453-2220	2004/06/17			
<i>Applicable regulation</i>	Standard for Ambulance Services Page 5, Part II. c-5,c-6 & c-7.			