

Hiawatha Fire & Rescue

Policy 204B
General Administration
Civilian Fire Injuries
02/11/04

PURPOSE: The purpose of this procedure to provide a Uniform and Consistent procedure for the management and reporting of civilian injures.

SCOPE: This procedure applies to Civilian injuries or illness requiring transport to a Medical facility and occurring at an incident.

BACKGROUND:

Civilian injuries require proper notifications in a timely and respectful manner. A Civilian Fire Casualty Report (CFCR) is to be filed with the Division of State Fire Marshal. The CFR is to be completed immediately upon return to the station if not sooner.

APPLICATION:

All information concerning injury or death shall be CONFIDENTIAL and released by authorized representatives only. Unauthorized release is grounds for dismissal.

INJURY

The Officer-In-Charge (OIC) is to request EMS if a civilian exhibits any symptom that may suggest exposure to fire products or hazardous materials. Or, there is physical evidence to suggest actual injury.

The EMS unit is to make the medical care determination.

In the event of injury, the following notifications shall be made. Notification SHALL NOT BE BY RADIO.

- Fire Chief
- Police Agency with Jurisdiction*
- Manager of the Municipality*

*The Chief or his designee shall determine the need for notification of these individuals.