

# **Lake Jericho Volunteer Fire and Rescue**

## **Standard Operating Procedure**

**Subject: Exposure Control FRO Position Description**

**Effective Date: October 28, 2012**

**Authorized By: Chief Guy Coombs**

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Receives direction and supervision from the Deputy Fire Chief to operate and work as the fire department staff technical expert in the operations and administration of an exposure control program . The member has responsibility under supervision for all emergency response fire department members at the scene of infectious control incidents if available. The member in this position is task with ,identifies, and responds as available and notifies the assigned Deputy Fire Chief of emergency fire and medical scenes where Fire Service Paramedics and Firefighters have suffered potential exposures to infectious disease, investigates and evaluates the exposure incident, directs the appropriate actions and monitors all follow-up treatment based on applicable departmental regulations and protocols and Federal, State and local laws and regulations. As a significant aspect of this work, the incumbent under direct supervision of the assigned Deputy Fire Chief develops and updates the department's exposure control plan and pertinent procedural directives and infection control protocols to insure compliance with all applicable Federal regulations, NFPA 1581 guidelines, and State Law. The following work is performed under the general supervision of an assigned Deputy Fire Chief.

- The member must serve as the staff technical expert in the operations and administration of an exposure control program for the Lake Jericho Fire and Rescue Department.
  
- The member reports to directly to Deputy Fire Chief who has command responsibility for all EMS response staff and emergency response members at the scene of infectious control incidents.
  
- Only one position will be allocated to this with the alternate being the assigned Deputy Fire Chief or their alternate.
  
- Responds to emergency fire and medical scenes as available to investigate exposure incidents; directs the activities of firefighters, paramedics, and emergency response members at the scene; determines severity of exposure and directs appropriate medical treatment and follow-up, and contacts private hospitals to request necessary contagious disease testing of patients in conformance with Federal and State Law; communicates with hospitals and other agencies to improve interagency coordination in and control of exposure incidents interviews and counsels exposed members.
  
- With supervision develops and reviews at minimum annually departmental exposure control and infection control plan, policies and protocol for infectious disease exposures; proposes and revises the Department's exposure control plan annually or as needed; reports necessary changes to departmental authorities;

implements a program for exposure evaluation, treatment, medical follow-up and documentation of exposures for emergency response members in the Fire Department; monitors compliance by members, treating facilities and outside hospitals with department infection control policies and the requirements of Federal OSHA, Centers for Disease Control and Prevention, Ryan-White standards, TDHS, and other laws and regulations; evaluates work practices and personal protective equipment for paramedic operations; develops and implements universal precautions, and work practice controls designed to eliminate or minimize risk of employee exposure; assists in the evaluation of new personal protective equipment and products relating to infection control; implements and supervises the Department's PPD and EMS provider immunization programs to ensure compliance with all applicable Federal regulations and guidelines and State Law.

- Under supervision serves as a liaison with medical facilities, OSHA, the Centers for Disease Control and Prevention, various city agencies and the Public Health Officer to ensure compliance; evaluates EMS procedures to improve infection control practices; assists medical facilities in the notification, reporting and adherence to required medical prophylactic measures recommended by the Centers for Disease Control and Prevention.
  
- Establishes and maintains confidential exposure, immunization and necessary related medical history records for Fire department members; provides exposed members with all required notifications; prepares reports on exposure and infection control activities for departmental administrative review and Risk Management assessment; compiles statistical data on exposure incidents; insures reporting and documentation of members exposures.
  
- Reviews, develops, and coordinates education and training programs with fire department Training division to ensure that required infection control training programs are current and ongoing; develops and coordinates an annual training program in exposure avoidance for uniformed employees; identifies training needs through field compliance monitoring and on scene investigations of exposure incidents; provides periodic specialized training to departmental supervisors, training personnel, and emergency responders on changes to the exposure control plan.
  
- Reviews current literature on infection control relative to Fire/Rescue operations and updates the exposure control plan and emergency practices as needed. Advises the Fire Department's executive leadership, and the Departmental Safety and Training personnel on infection control activities.
  
  
- Performs related work as required under direct guidance and immediate supervision of the assigned Deputy Fire Chief.
  - Fire Department EMS protocols and operating procedures
  - infectious disease transmission and control theory

- laws, regulations and rules governing infection control for emergency medical responders such as the O.S.H.A. blood borne pathogens protocol, NFPA 1581 guidelines , Centers for Disease Control and Prevention guidelines and Ryan-White Act provisions for infection control of blood borne and airborne contagious diseases for determining and confirming exposures and directing appropriate treatment and compliance activities by hospital personnel
- training principles, methods and techniques
- medical principles, practices and techniques with respect to infection control.
- psychosocial aspects of exposure contacts to HIV, Hepatitis A, B, or C, infectious meningitis and other contagious diseases for emergency responders
- rescue and evacuation principles, procedures and techniques, departmental operational procedures, directives, and safety practices
- develop policies to present and provide ongoing and annual training programs for emergency responders and EMS staff in Federal and State Laws, guidelines and regulations for infectious disease transmissions to emergency medical responders
- evaluate the effectiveness of Fire Department infectious disease control practices and resolve problems associated with the exposure control plan and compliance of all Federal, State, and Local guidelines within a public emergency medical services setting
- coordinate the need for effective intervention with the confidentiality requirements and restrictions related to infectious disease contacts by departmental personnel rendering emergency medical assistance
- analyze data and prepare statistical and narrative reports
- establish and maintain effective working relationships with Departmental operational and staff personnel, and personnel from other City agencies, employ tact, diplomacy and sound judgment in dealing with infected members, source patients and private hospital medical staff unfamiliar with Federal and State Law, private hospital personnel involved in infection control and source patients
- communicate effectively both orally and in writing
- establish and maintain health, immunization and medical records relating to infectious disease exposures incurred by public service medical responders
- direct the activities of paramedics and emergency medical technicians at the scene of exposure control incidents

The assigned FRO provider to this position may also be required to perform other duties and task as assigned.