

EMS Reporting
205.15
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Rev. 8/08

Chapter **II** **Operations**
Subject **4** **Emergency Medical Services**
Topic **15** **EMS Reporting**

Policy

- A. All Engine and Ladder Companies, and Rescue units and Ambulances will upload their EMS notebooks to the net at least daily. More frequent uploading is encouraged.
- B. Form 34, will be kept in a three ring binder in the quarters of the Rescue unit or Ambulance.
- C. Daily inventory forms will be kept in a three ring binder in the quarters of the Rescue unit or Ambulance. Company Officers or senior Rescue member will ensure that proper actions are taken to locate or replace missing or damaged equipment.