

## Special EMS Stand-By Program

Caroline County Department of Fire-Rescue (CCFR) understands the importance of providing EMS services during special events or community programs. The enclosed Special EMS Service Agreement must be utilized in order to arrange any special EMS coverage by Caroline County Fire-Rescue units and personnel.

Special EMS Services differ depending on the organization requesting (government vs. business vs. nonprofit) services. The contents of the enclosed agreement should be carefully reviewed and completed depending on the nature of your event and hosting organization.

In order for any organization or governmental entity to request special standby services from CCFR, the enclosed agreement must be requested, completed, signed and returned to CCFR at least 96 hours prior to start of any single occurring special event. Extended events, multi-day events, or large events requiring special EMS services beyond one ambulance should be arranged and this agreement returned to CCFR at least ten (10) days prior to the start of the event.

Although CCFR will make every effort to provide the level of service requested, no specific level of service or coverage can be guaranteed due to the nature of EMS services and the fact that the first priority of EMS is always response to 911 calls made by Caroline County Citizens. Please read the enclosed agreement carefully for details.

CCFR always seeks to provide the best EMS services to citizens and those requesting special services and we always welcome feedback should you have any questions or concerns.

To complete the process of requesting special standby services from Caroline County Department of Fire-Rescue, please accurately complete the enclosed agreement and submit it to CCFR before applicable deadlines. You may return completed and signed agreements to:

Email: [ldoucet@co.caroline.va.us](mailto:ldoucet@co.caroline.va.us)

Fax: 804-633-9832

Mail: Caroline County Department of Fire-Rescue

P.O. Box 1367

Bowling Green, VA 22427

**STANDBY AND "SERVICE USER" APPLICATION FORM**

Name/Title of Event: \_\_\_\_\_

<p><b><u>EVENT 1</u></b></p> <p>Date: _____ Start Time: _____ End Time: _____</p> <p>Location: _____</p>
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<p><b><u>EVENT 2 - (if applicable)</u></b></p> <p>Date: _____ Start Time: _____ End Time: _____</p> <p>Location: _____</p> <p><i>(If request is for more than 2 event occurrences attach additional details to agreement)</i></p>
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Organization Name: \_\_\_\_\_

Primary Contact Person's Name: \_\_\_\_\_

Mailing Address (for billing): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone #: \_\_\_\_\_

Phone # day of event (if different): \_\_\_\_\_ Email Address (if available): \_\_\_\_\_

**Indicate coverage type below.**

\_\_\_\_\_ **A. DEDICATED EMS AMBULANCE STANDBY**

Available to ANY "SERVICE USER"

Standby ambulance service, meaning a fully staffed ambulance, will locate themselves at a function or event and will remain dedicated to that event, and will not be available for other routine EMS calls in the area. Dedicated standbys are subject to the availability of "CCFR" crews and resources. **The fee for this service is \$100.00 per hour or any part thereof with a minimum charge of two (2) hours.**

\_\_\_\_\_ **B. NON-DEDICATED EMS AMBULANCE STANDBY**

**This option is ONLY available to those who meet the below specifications.**

Standby ambulance service, meaning an ambulance with two medical technicians, will locate themselves at a function or event but will remain available for EMS calls in the area/county. Consistent event coverage is not guaranteed. Subject to on-duty or staffed units available.

There is no fee for this service.

(initials required)\_\_\_\_\_ This event is a community event where no tickets are sold, or admission charged.

(initials required)\_\_\_\_\_ This event must be open to the general public.

(initials required)\_\_\_\_\_ This event shall have more than 500 people, more than 4hours in duration or be a high risk activity.

OFFICE USE ONLY:	
APPROVED: <input type="checkbox"/> YES <input type="checkbox"/> No	<input type="checkbox"/> DEDICATED <input type="checkbox"/> NON-DEDICATED
APPROVING AUTHORITY: _____	Date: _____
CCFR Scheduler: _____	

### **Dedicated EMS Standby Coverage.**

- 1) "CCFR" Agrees to provide the above marked special service(s) to the "SERVICE USER" named above for the dates, times, and locations specified in the "STANDY AND USER INFORMATION SECTION".
- 2) Due to the call volume of the Caroline County Department of Fire-Rescue Services, Dedicated Standby Services are subject to the availability of off-duty crews or volunteer crews and spare ambulance units. In addition, even if a "SERVICE USER" requests and agrees to the conditions of Dedicated Standby Services, certain extreme, catastrophic, or immediate life-threat emergencies may still require "CCFR" to utilize the technicians/ambulance assigned to the Dedicated Standby. If this occurs during a scheduled Dedicated Standby (with this AGREEMENT in place), and a lapse of on site "EMS" coverage occurs, another ambulance/crew will be immediately routed to the event, and all fees associated with this AGREEMENT will be waived.
- 3) Upon completion of Dedicated Standby Services, "CCFR" will bill "SERVICE USER" for all costs associated with this agreement and "SERVICE USER" agrees to pay all fees within 30 days of invoice receipt.
- 4) "CCFR" reserves the right to refuse any Special Services Agreement submitted by "SERVICE USER" less than 96 hours prior to the start time of requested Dedicated Standby Services event.
- 5) "SERVICE USER" agrees to pay an additional \$150.00 in addition to hourly standby fees for any event for which the request for Dedicated Standby Services was received by "CCFR" less than 96 hours prior to the start time of the request Dedicated Standby Services event.
- 6) The parties agree that EVENTS which have an admission fee and or that are not open to the general public are not eligible for non-dedicated standby (no fee) services and the "SERVICE USER" will be billed, and agrees to pay, for special EMS services following the conclusion of the event.
- 7) This agreement may be canceled by either party by giving 48-hours advanced notice.
- 8) Nothing herein shall be construed to create a higher standard of care on the part of "CCFR" than generally recognized under the laws of the Commonwealth of Virginia for EMS services.
- 9) The charges provided for herein reflect only those charges associated with making "CCFR" services more readily available to the "SERVICE USER". The normal charges for the care and transportation of patients will be the responsibility of the patient.
- 10) Public Agencies, Emergency Management, Public Safety Partners, entities under mutual aid agreements, Caroline County Governmental departments shall not incur costs associated with this service.
- 11) It shall be the sole determination of the Fire-EMS Chief to approve this type of coverage.

### **NON- Dedicated EMS Standby Coverage.**

- 1) "CCFR" Agrees to provide the above marked special service(s) to the "SERVICE USER" named above for the dates, times
- 2) For NON-Dedicated coverage is it understood that current Staffed EMS units will be repositioned to your event. These units shall remain in-service to answer all emergency calls within the county. Continuous coverage is not guaranteed for any portion of the event. No additional EMS unit would be routed to your event should the assigned unit be called to an emergency or non-emergency incident.
- 3) In order for a SERVICE USER to be eligible for this type of service the following conditions MUST be met. (1) This event is a community event where no tickets are sold, or admission charged. (2) This event must be open to the general public. (3) This event shall have more than 500 people, more than 4hours in duration or be a high risk activity
- 4) EMS Unit availability shall be subject to current staffed units within the system.
- 5) It shall be the sole determination of the Fire-EMS Chief to approve this type of coverage.