

EMS Disaster Response Packet

INTRODUCTION

The purpose of this packet is to supply responders with information necessary to carry out a response to a disaster within the state of Louisiana. During your response you may assist with evacuations, search and rescue operations (SAR), local 911 response, and/or shelter operations throughout the state. This packet contains instructions and maps to assist providers with their response throughout a declared emergency. Documents contained within should be completed by responding personnel and turned in as requested. Any equipment assigned to crews by APS or TOC must be turned in upon demobilization.

DEPLOYMENT

Before Activation:

- Unit is in good working order and capable of a multi-day response
- All insurance, registration, and inspections are current and proof available on unit
- Unit is certified by the state as a licensed ambulance
- Units contains proper equipment and supplies to operate as ALS or BLS
- Unit or crew have a fuel card
- Crew is prepared and self-sufficient for first 72 hours of operation

AMBULANCE PROCESSING SITE

- All surge units will report to the Ambulance Processing Site (APS) at Lamar Dixon, 9039 S Saint Landry Ave, Gonzales, LA 70737 or other designated site assigned by the state representative.
- Units will be inspected by staff to ensure all documents and necessary supplies/equipment are present. Any units or crews without necessary supplies or documents will not be placarded or deployed and will not be reimbursed for time until issue is resolved.
- Each crew will be assigned a Placard by the state that has a unique number for that unit. This placard must remain with the unit at all times.
- All forms and reference material is available on the LERN website at lern.la.gov and can be viewed or printed.
- Each crew should bring a portable radio with BEMS approved talk-groups. Radios must be with crew at all times during the response. (Please refer to Communication Plan for appropriate talk-group)
- Crews will receive a situational briefing by APS staff.
- Once processed the ambulance will be assigned to staging **OR** an EMS Designated Regional Coordinator (EMS DRC) for response.
- All units not assigned to an EMS DRC shall remain in staging area at the APS.
- Units shall remain at the APS unless given permission to leave by APS staff. Any unit leaving without permission will be considered AWOL, immediately demobilized, and non-eligible for reimbursement.
- If a crew or unit becomes unable to operate, the APS manager must be notified immediately.
- All crews shall return to the APS, or other location as advised by the APS staff, for demobilization. Upon demobilization crews will return binder and radio to APS staff.

Disaster Response Packet

- All forms and reference material is available on the LERN website at lern.la.gov and can be viewed or printed.
- The Disaster Packet contains necessary paperwork for processing, documenting daily missions, and demobilization (See Forms)
- A state map with designated LDH regions identified is provided as well as a regional map of all 9 regions
- Maps of fuel sites, staging points, and contraflow routes are included
- A unit/crew will not receive payment for time deployed if not properly demobilized by APS staff.

ASSIGNMENTS

Missions

- Asset requests will come from EMS Designated Regional Coordinators (EMS DRC's) and be routed to the TOC for assignment.
- TOC Communications will work with the APS to deploy units.
- **All crews shall notify the TOC when they depart to and arrive at their destination.**
- Units will be assigned to the EMS DRC when requested. All regional mission assignments will come from the EMS DRC.
- EMS DRC's will be responsible for the units/ crews assigned to their region.
- Units should remain on the radio talk-group of the region they are assigned and monitor radio traffic at all times.
- **When missions require movement to other regions, the unit shall contact the TOC after completion of mission to receive instruction or assignment.**
- Once units are released by the EMS DRC, they will return to APS radio Talk-group BEMS MACC and be reassigned by the TOC.

Fuel and Supplies

- Fuel and supplies are the responsibility of the responding units. Crews shall contact their service/employer for fuel or supplies.

Out of Service

- Any mechanical or equipment failures shall be immediately reported to the TOC.

Contraflow

- During a disaster declaration, most often a Hurricane evacuation, the routes of travel on interstates and other high traffic routes of travel may become inaccessible. Before tropical storm force winds make landfall Louisiana officials may institute contraflow. During contraflow, all lanes of a roadway become one-way outbound. Please refer to the map provided in this binder. If you are traveling and encounter contraflow, you must find an alternative route to your destination.

DEMOBILIZATION

- Once an event is over or if the need for resources diminishes, crews will be selected to demobilize.
- All crews must report to the APS or designated site to demobilize.
- Any equipment issued by the APS must be turned in at this time.
- Crews who do not go through the demobilization process will not be eligible for reimbursement.

Thank you for all that you do for the residents of the state of Louisiana.

Response Unit Action Summary Flowchart

