Subject: Mutual Aid Agreement Between the City of (Agency #1), (Agency #2) and (Agency #3) for the Provision of Emergency Medical Services.

I. Origin – From a request received from (Agency #2) for a mutual aid agreement between (Agency #1) and (Agency #2). In order to reduce the impact of such responses on the system operated by the (Area) of (Agency #1), (Agency #3) has been requested to provide medical care on-scene and en route to the hospital.

II. Purpose – This document is implemented to provide the necessary basis for coordination or operations. This document will serve as both operational and administrative guidelines.

III. Operations – When (Agency #1) is requested to respond to an incident in (Agency #2 and 3’s locale):

A. The closest (Agency #3) unit will be alerted to respond to the incident if not already alerted.

B. (Agency #3) personnel will provide appropriate medical care for the patient(s) within the scope of their training, agency licensure and availability of equipment.

C. (Agency #1) will send a BLS ambulance only if (Agency #2) has two (2) fully staffed ALS units.

D. When (Agency #1) units mark en route, they will notify (Agency #3) on the mutual aid channel of their crew status, so that information may be relayed to the responding (Agency #3) units.

E. If the (Agency #1) EMS unit is not equipped with a full ALS crew, (Agency #3) personnel will provide patient care on-scene and en route to the appropriate medical facility. (Agency #3) personnel may provide patient care consistent with their training and agency license. Both Basic and Advanced Life Support may be provided utilizing the equipment on board the (Agency #1) unit.

1. (Agency #1) will make available the required ALS equipment and medications if (Agency #3) personnel are so trained.

3. (AGENCY #3) personnel may not serve as drivers for the (AGENCY #1) units.

F. In cases where (AGENCY #1) requires additional manpower or equipment for incidents outside of (local area), (AGENCY #1) or (AGENCY #1’s Public Safety Answering Point) may contact (AGENCY #3) and receive assistance. Care should be taken to provide as much information as possible about the incident and how many (AGENCY #3) units are needed.

   1. (AGENCY #3) units will respond and provide the necessary assistance until transportation is provided for the patients involved.

   2. If required, (AGENCY #3) personnel may accompany the patient to the hospital.

G. (AGENCY #3) will in all cases provide accurate documentation for:

   1. Patient care procedures performed.

   2. Equipment utilized.

   3. Extenuating circumstances associated with the incident (if any).

H. (AGENCY #3) personnel, when serving as the attendant-in-charge (AIC) will inspect the (AGENCY #1) unit to ensure a full complement of supplies and equipment are on board the unit when it marks back in service.

I. Transportation back to the station, for the personnel involved with patient care on the (AGENCY #1) unit will be arranged in the most efficient manner, utilizing the (AGENCY #3) units.

IV. **TERMINATION OR ALTERATIONS** – This agreement may be altered or terminated by (AGENCY #1) or (AGENCY #2) pursuant to written notice. It shall remain in effect indefinitely, unless altered or terminated as noted above.

____________________________  ______________________________
(Signature)  (Signature)
(Name, Title, Agency)  (Name, Title, Agency)

__________  ___________
(Date)  (Date)