

**Example Rescue Squad
Example, Virginia
Effective Date: July 1, 2000**

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.

2. Advanced Life Support Protocols adopted by the (*Regional EMS Council*) shall be utilized for the provision of Basic and Advanced Life Support.
 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)
(Name, Title, Agency)

Date

(Signature)
(Name, Title, Agency)

(Date)