

Springdale Fire Department

Policy & Procedures Manual

Volume 2 – Operations

Section 204 – EMS Operations

204.9 – Squad Compartment and EMS Kits Seal Procedure

To provide for the standardization of Squad Compartments and EMS Kits and to improve inventory accountability, this procedure shall be followed by all personnel. The presence of seals should not discourage usage of items located in specific compartments or kits.

All interior Squad Compartments, Trauma Kits, and Burn Kits, are to be sealed. Airway kits should *not* be sealed in order to check oxygen cylinder levels, laryngoscope bulbs, and batteries. On reserve Squads, the Jump Box may be sealed.

- A white seal is to be used when the required inventory is complete, the seal must be initialed and dated by the individual performing the inventory check.
- A red paper tag is to be placed on the seal of any compartment or kit that is sealed with less than the required inventory.
- Missing inventory items are to be written on the red tag
- Compartments and Kits are to be sealed with missing inventory only when items are out of stock at the Station 1 supply room.
- The station 1 Captain shall be notified of any items out of stock.

All sealed compartments and kits are to be opened for squad and drug outdate checks and in order to clean compartments and re-verify inventory status.