1. **PURPOSE:** This policy outlines staffing and license level requirements for the Ambulance.

2. **POLICY:** The South Portland Fire Department is licensed to the Basic level, permitted to the Paramedic level. The Department has chosen to operate the Ambulances at the Advanced EMT level as the minimum level.

At all times there shall be at least one Advanced EMT level provider or higher on each Ambulance. At no time will there be two Basics on an Ambulance. If one station is lacking either a Paramedic or an Advanced EMT than appropriate action will need to be taken to move an Advanced EMT or Paramedic to the Ambulance that needs it to ensure that each Ambulance has at least an Advanced EMT.

To balance out the availability of Paramedic services to the community when one station with an Ambulance is without a Paramedic (but does have an Advanced EMT) and another station has more than one Paramedic, the following should be done:

1. Overtime assignments should be assigned/modified to balance the EMS levels to provide a paramedic on both Ambulances if possible.
2. If a swing person is needed base the swing assignments on EMS levels (i.e. swing a Paramedic)
3. If no swing person is required request volunteers to swap stations for the shift to balance Paramedic coverage
4. If 1-3 are not possible than balance crews at the station (1 Paramedic on the Ambulance and 1 on the Engine) so that a paramedic is available in the city if needed.
5. During periods of inclement weather or factors influencing travel conditions the Duty Chief may shift personnel to balance the availability for city wide services for the duration of the event

Additionally, if a station has more than one Paramedic one should be assigned to the Engine in addition to the one assigned to the Ambulance so that the department can supply a Paramedic Engine if needed. This in no way restricts the Engine Paramedic from assisting any transports to the ER.

3. **REFERENCES:**
   - SPFD Bulletin

By Order Of:
Kevin W Guimond

Kevin W. Guimond
Fire Chief