

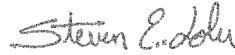
# Montgomery County Fire and Rescue Service Fire Chief's General Order

**Rescinded 11/16/15**

**NUMBER: 14-13 (revised)  
October 2, 2014**

**TO: All MCFRS Personnel**

**FROM: Fire Chief Steven E. Lohr**



**SUBJECT: MCI Mondays**

Effective October 13, 2014, MCFRS will dedicate every Monday to practice using the tools of effective MCI management, to develop and maintain proficiency with these important skills. The program will concentrate on the START and JumpSTART triage systems and important parts of the Incident Command System on expanding EMS incidents.

All personnel must review the Maryland Triage System before beginning the program. The Maryland Triage System Training, as well as supporting documents, can be found at MIEMSS.org under the "Forms and Documents" tab. The preferred training platform is company level or Battalion-based. However, personnel can review the training individually.

To assist with MCI training, each EMS Duty Officer (EMSDO) has been equipped with a Mass Casualty Incident Training Kit. These kits were purchased under a COG grant, and include treatment area tarps, tags, ribbons, forms, and inflatable "patients." Requests for the kit must be coordinated through the EMSDO responsible for the shift and geographical area for the requesting station.

On "MCI Mondays" from 0700 to 2300, personnel will apply the skills listed on the MCI Monday Benchmarks (attached) as a minimum on EVERY EMS incident (including single patient events).

*At the discretion of the LFRD Chief (or designee), stations/LFRDs that have units that are staffed by volunteer providers may elect to additionally engage in this program on alternative days and times. This will enable all LFRD providers to participate.*

Personnel are also reminded of the following MCI guidelines:

- Consider expanding the EMS Group on incidents with five or more patients. This may include establishing Casualty Collection Points, Treatment Unit Leaders/Areas, Medical Communications Coordinator, Transportation Unit Leader, and other positions.
- Use the Transportation/Disposition Officer Log and Patient Tracking Log on incidents with five or more patients –ensure you affix the appropriate label to the document.

Please contact the EMS Section or the on-duty EMS Duty Officers to answer any additional questions.

Attachment: MCI Monday Benchmarks

## MCFRS “MCI Monday” Benchmarks

### On every EMS incident from 0700 – 2300 on every Monday:

- Within the first minute of patient contact, perform Primary Triage using the START/JumpSTART system.
- Within the first minute of patient contact, apply the appropriate colored triage ribbon based on the triage decision.
- Before loading the patient into the transport unit**, apply either a Council of Governments (COG) or MIEMSS Triage Tag to the patient. At a minimum, the information on the tag must include patient name, chief complaint, and vital signs.
- Before going in service from the scene, personnel from the primary manpower piece on the call must obtain the transport stub from the triage tag and place it upon a Transportation/Disposition Officer Log. A separate form must be used for every hospital transported to.
- The triage tag number must be noted in the ePCR/eMEDs (or successor system) report. Use of the triage tag does not eliminate the requirement to complete an ePCR for each patient.
- Before leaving the hospital, obtain a bar code sticker from the triage tag, and place it on a Patient Tracking Log form in the patient column. Fill out the status column and note the hospital transported to in the notes column. Each transport unit should only have one Patient Tracking Log per day.

At the end of the shift, the station officer will collect the completed Logs from each piece of apparatus and mail them via interoffice mail to the Battalion Chief. If no patient contacts were made by a unit that day, this information should be emailed to the Battalion Chief. After verifying that the forms were complete, the Battalion Chief may destroy them.

*In the case of a volunteer unit additionally participating on alternative days, the responsibilities of the Station Officer and Battalion Chief will be handled by the LFRD Chief or designee.*