

<b>TITLE: INTRODUCTION</b>	<b>SECTION: LAND AMBULANCE</b>
<b>DATE: June 26, 2001</b>	<b>POLICY NO.: KDSB-LAS-I-01</b>
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**Category 1 General**

**Introduction**

The purpose of this Policy and Procedure Manual is to provide guidelines and direct Kenora District Services Board's Land Ambulance staff in completing their daily activities. If any ambulance personnel is presented with a situation where there is no guideline or policy covering the incident, appropriate judgment must prevail. These situations should be brought to the attention of the Service Manager or designate.

**In addition to the policies in this section of the manual, all Kenora District Services Board Ambulance Staff are required to have full working knowledge and comply with the following legislation and policies and amendments thereto:**

1. The Ambulance Act and Regulations
2. Basic Life Support Patient Care Standards and Advanced Life Support Patient Care Standards.
3. All Directives issued by the Kenora District Services Board or Ministry of Health, Emergency Health Services Branch.
4. The Coroners Act.
5. Occupational Health and Safety Act.
6. Base Hospital Policy and Procedure/Directives
7. Kenora District Services Board Policy and Procedure Manual.
8. Kenora District Services Board Emergency Plan, December 1999 (draft).
9. The Collective Agreement
10. Local Service Policy, procedures and directives.

As new or updated Board and/or Ministry of Health policies and directives are formulated, a copy of each will be posted in each station. All ambulance staff must thoroughly read the policies and procedures. Ambulance staff who do not understand the new policies and procedures are to consult with the Service Manager or designate.

In addition, this policy and procedure manual will be reviewed on an annual basis by all paramedic staff and documented on the appropriate form.

In the event there is a discrepancy between this manual and the Collective Agreement or provincial policies and directives, the Collective Agreement or provincial policies and directives shall prevail.

Please observe the following rules when reviewing this manual:

1. If revisions to the manual are required, notify the Service Manager or designate
2. All amendments or revisions to the manual will be implemented by the Service Manager or designate.
3. This manual is to remain in the station at all times.