

TITLE: SPECIAL EVENTS COVERAGE	SECTION: LAND AMBULANCE
DATE: October 24, 2002	POLICY NO.: KDSB-LAS-V-12
APPROVED BY: Resolution No. 2002-70	REVISED:

1. POLICY STATEMENT

The Kenora District Services Board supports the participation of land ambulance services in community events where participation does not compromise normal response capability.

2. PROCEDURE

- 2.1 All events that are for profit, require additional staffing or incur an additional direct cost in the provision of service will be subject to cost recovery.
- 2.2 The Event Sponsor requesting coverage must complete and submit a *“Request for Special Events Coverage”*.
- 2.3 Each request will be assessed based on available resources and operational requirements of the local ambulance service.
- 2.4 The Service Manager responsible will determine if coverage can be provided for the event including the terms and conditions of the coverage.
- 2.5 The Service Manager will advise the Event Sponsor of the terms and conditions of the approval, including any associated costs, and ensure completion of the *“Special Event Service Agreement”* for all events.
- 2.6 If coverage cannot be provided the Service Manager will advise the sponsor and, where possible, suggest an alternative.
- 2.7 The Service Manager will ensure that the appropriate Central Ambulance Communications Centre (C.A.C.C.) is informed of the special event coverage and the criteria that applies.