


Event Standby Coverage			
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## 3211 Event Standby Coverage

### Applicability

This policy applies to all BCESD 3 EMS operations.

### Policy

The BCESD 3 EMS Division should support public relations events when feasible if those events do not adversely affect EMS operations. The first responsibility of the EMS Division is providing emergency medical services to the community.

Requests for EMS standby coverage will be evaluated on a case-by-case basis by the EMS Chief or their designee to ensure EMS resources can be allocated to the event. Standby event coverage cannot interfere with normal EMS operations.

Brazoria County Emergency Services District No. 3 reserves the right to reassign assets during an event stand-by in the event of an EMS division need and/or emergency. Furthermore, event stand-by requests will be denied during times of severe weather events and/or mass casualty events.

Brazoria County ESD No. 3 will charge an event fee when EMS resources are requested to be dedicated to an event for non-emergent standby coverage.

### Procedure:


#### Non-Emergent Standby Coverage Requests – Dedicated EMS Resources

##### 1. Event Request

- An Event Request Form will be sent to the requestor which will include the following:
  - Event Coordinator contact information
  - Nature of the event
  - Date
  - Time
  - Location
  - Duration of the event
  - Anticipated number of attendees

##### 2. Event Standby Quotation

- A quotation for dedicated standby coverage will be prepared by the EMS Chief or their designee and will contain the following:
  - Event Name:
  - Date:
  - Time:
  - Duration:
  - Location:
  - Equipment & Personnel Requested:
    - Ambulance
      - Personnel – 2 ea. minimum
        - BCESD 3 EMS Division will furnish one ambulance staffed with two personnel, which will be at least an EMT, AEMT or Paramedic.
    - Cost: \$128.00 per hour x total event hours plus 1 hr. of prep time for each apparatus.

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- Fees are subject to change and will be evaluated on an annual basis.
  - The quote will be E-mailed to the event requestor who will need to accept or decline the quote. The BCESD 3 Finance Department will be copied on quotation correspondence.
  - The event requestor will need to furnish BCESD 3 with a copy of their W-9.
3. Event Scheduling
- Should the event requestor accept the quote the event will be scheduled, arrangements will be made for staffing and apparatus coverage.
  - Should the EMS Division not be able to provide standby coverage due to unforeseen circumstances (needed reassignment of EMS assets for calls for service, severe weather events and/or mass casualty events, etc.) the event organizer will be notified immediately.
    - No fees will be charged.
- ❖ **Requests for dedicated event standby coverage must be received thirty days prior to the event date.**
- ❖ **Should requests be received less than thirty days prior to the event BCESD 3 will not provide dedicated resources for the event. However, an offer to provide non-dedicated resources for the event may be extended to the event requestor.**
  - ❖ **Non-dedicated resources may be an in-service ambulance and/or a Supervisor. Should those resources receive a call for service during the event those will leave the event and respond.**

#### **Non-Emergent Standby Coverage Requests – Non-Dedicated EMS Resources**

1. Event Request
- An Event Request Form will be sent to the requestor which will include the following:
    - Event Coordinator contact information
    - Nature of the event
    - Date
    - Time
    - Location
    - Duration of the event
    - Anticipated number of attendees
2. Event Scheduling
- The event requestor will be made aware that there will not be dedicated EMS resources for their event.
    - Non-dedicated resources may be an in-service ambulance and/or a Supervisor. Should those resources receive a call for service during the event those will leave the event and respond.
    - Should the EMS Division not be able to provide standby coverage due to unforeseen circumstances (needed reassignment of EMS assets for calls for service, severe weather events and/or mass casualty events, etc.) the event organizer will be notified immediately.
- ❖ **Should requests be received less than thirty days prior to the event BCESD 3 may not be able to provide resources for the event.**