

STANDARD OPERATING PROCEDURE

Driver Training



Department: Operations

SOP#121

Applicable to: All Staff

Effective Date: 1 Dec 2020

2 Pages

Authority: AC Of Education

Applicable CAAS Standard:

Revised Effective Date: 4/14/22

Purpose:

The purpose of this Standard Operating Guideline (SOG) is to outline the position of Brighton Volunteer Ambulance (BVA) regarding the Driver Training process.

Scope:

The scope of this document applies to staff who are trainers, and driver trainees.

Guideline:

1. Career Staff will simultaneously clear as a medic and a driver.
2. Volunteer Staff will medic clear first, the medic process by way of being region cleared and fast tracked; or by the way of three FTO's and the discretion of the assistant chief of training.
3. Trainees, regardless of type, are required to complete minimally twenty hours of time per month.
4. Trainees must be in the proper BVA uniform. See SOG 105
5. The driver trainee must complete:
 - a. All requirements on the skills sheet
6. A driver trainee will be allowed to drive around the district, to and from calls. This can only be done if their partner is an FTO and next to them in the front seat. All transports with patients in the back will have the FTO upfront in the passenger's seat as well.
7. Backing
 - a. See SOG 204.
8. Shift requirements:
 - a. Prompt arrival in uniform
 - b. Take initiative, be assertive
 - c. Rig check completed
 - d. Post shift evaluation completed via Intranet
9. Operational Knowledge
 - a. Interpersonal interaction ability, Proper policy understanding/how to reference, Crew interaction/management, Resource knowledge, handling crisis and unusual situations, situational awareness and management, equipment location and function, ALS Assist-a-tech skill, radio communications, multi-patient incident response, responding to aggressive deadly behavior events, & chain of command.
10. Driver Knowledge
 - a. Proper policy and procedure utilization, Scene management, critical thinking, vehicle positioning, response types, radio communications, backing policy, and district familiarization.

This document supersedes any documents on the topic dated prior to the effective date noted above.

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11. General Knowledge

- a. Geography, Equipment location and use, safety restraint use, Completion of duties (SOG 107), EMS Triage roles, base knowledge.

12. Clearance

- a. Each shift, the BVA FTO will evaluate the driver trainee on all of these items and make a decision on whether or not to give a “clearance signature.” An FTO must have the trainee on at least 1 shift before giving a clearance signature.
- b. Each full-system clear driver trainee needs a minimum of 5 driver-lead-calls and 2 clearance signatures as well as all of the skills on the skills sheet. If the driver trainee is already system cleared in MLREMS, the fast-track program applies which means the driver trainee needs a minimum of 3 calls (at least 2 red-driving calls) and 2 clearance signatures.
- c. A clearance signature must constitute the majority of the driver training as the trainee driving to the call and also transporting the patient to the hospital.

13. Progression

- a. The training department will follow a 30/60/90 day progression for career staff, with the trainee being cleared by day ninety, if they are completing sufficient hours.
 - i. If a trainee does not meet the requirements, the 30/60/90 day progression may be repeated once. Failure to clear in the second period will require a Performance Improvement Plan to be generated, to map an exact plan to lead to a trainees successful clearance.
 - ii. If there is no progress beyond, the trainee may be removed from the program or remediated at the training chiefs discretion.

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