

Patient Transportation Group Supervisor

Supervised By: initially Trainer, then Operations Chief

Subordinates: Medical Communication Coordinator, Ground Ambulance Coordinator

Function: Responsible for coordinating patient transportation and maintaining records relating to patient identification, injuries, mode of off-incident transportation and destination.

Duties:

1. Check in and receive briefing from supervisor.
2. Establish communications with hospital.
3. Designate ambulance staging area.
4. Assure that patient information and destination is recorded.
5. Establish communications with Ambulance Coordinator.
6. Request additional ambulances, as required.
7. Notify Ambulance Coordinator of ambulance requests.
8. Coordinate requests for air ambulance transportation.
9. Establish Air Ambulance Helispot.
10. Direct the transportation of patients as determined by Treatment Unit Leader.
11. Maintain Unit Log.