

	Standard Operating Guideline	
	Title: SAFE Station Intake and Evaluation	
	Reference Number: 908.05	
	Rescinds: 908.04	
	Effective Date:	Approved by: <i>CK</i>
	12/16/2019	Next Review: 06/11/2021

Purpose:

The purpose of this SOG is to direct members of the Division when a person from the public comes to the fire station seeking entry into an opiate-based Substance Use Disorder (SUD) Program.

Responsibility:

1. This guideline applies to all personnel of the Whitehall Division of Fire. All members of the Division are required to adhere to this guideline.
2. All Officers are responsible for the training and supervision of members of their assigned shift in the understanding of and compliance with this guideline.

Guideline:**Section 1: General**

1. Many people with an opiate SUD reach the point in their lives where they decide to seek help. The window for that time frame of seeking help is documented to be small and once identified, it is essential that the person receives the help requested in a timely manner.
2. The City of Whitehall, Franklin County Office of Justice and Policy Programs, and MaryHaven Addiction Stabilization Center (MASC) have entered into a partnership to streamline the process of getting these people into a detox/recovery program.
3. This program is to be known publicly as the SAFE Station Program, which is a part of the larger Whitehall Help for Overdoses (WHO) Program.
4. This program seeks to capitalize on existing community resources to help coordinate an easily accessible, streamlined relationship to long term recovery for people with an opiate SUD.

Section 2: Procedures

1. When a person presents at the Whitehall fire station and requests help for entrance into an opiate SUD program, the Shift Captain (or available ranking shift officer) shall be notified immediately. **It is important to establish that the ACTUAL PATIENT wants help, not just family members or friends wanting the individual to get help.** DO NOT CONTACT the police. The police should ONLY BE notified if a condition exists as described in Section 3 of this SOG.
2. The Captain (or designee) shall immediately contact the following:
 - a. MECC
 - i. Have the assigned crew dispatched on an “SAFE Station” call.
 - b. Contact one of the following individuals if you have a question or encounter a problem with the admission process:
 - i. Assistant Fire Chief, including after hours
 - ii. Community Paramedic, including after hours
3. The Captain shall assign a crew to begin the SAFE Station Intake process utilizing the EMS Protocol for transporting patients to the addiction stabilization center. The crew assigned will perform a basic medical evaluation to ensure the person meets the criteria for transfer to a SUD treatment facility.
 - a. Until our mutual aid partners are ready to engage in a similar treatment and transport policy, it is critical that the patient be evaluated by Whitehall personnel only. This means that fire personnel (Captain, Chiefs, EMS Coordinator, Community Paramedic, or Engine crew) will be required to stay on scene with a patient until a Whitehall medic crew is available.
 - b. If the patient meets the criteria for intake, the crew is encouraged to contact MASC prior to initiating the transport:
 - i. Radio: 10 Foxtrot (**From the medic if the SAFE station originates somewhere other than a walk in on the station**)
 - ii. Telephone: 614-643-6315 (**For all inquiries from the station to handle a walk in**)
 - iii. The address is 1430 South High Street
 - c. When completing the SAFE Station Screening Form, if the patient enters “yes” to the question regarding probation, please ensure that the proper Release of Information forms relative to MASC and Franklin County Court are completed.
 - i. If it is during normal business hours, Monday thru Thursday, page the social worker to the lobby and they will help facilitate the completion of the paperwork
 - ii. If it is after hours, please make sure to complete them yourself and place the completed forms in the social worker’s mailbox

- d. If the patient does not meet the criteria for intake, the crew shall explain the situation to the patient. A transport to an ER decision will be made using standard critical thinking processes. In this situation, mutual aid partners may be called, if necessary, to transport to an appropriate emergency department for stabilization.
 - i. If the patient is not accepted to MASC, obtain a good call back number for the patient and after completing the ePCR, place the screening tool sheet in the EMS mailbox for the community paramedic's review.
4. This will be treated as a medical evaluation, transport, and transfer of care. Therefore, an appropriate ePCR and NFIRS reports must be completed. The "SAFE Station" template has been added to TriTech to help complete most fields accurately; Use Action Code "30" and "34" on the apparatus/personnel page.
5. If the patient relinquishes any drugs or drug paraphernalia, then the crew shall dispose of any needles in a sharps container. Any drug or partially utilized drugs shall be disposed of by utilizing the RX Destroyer container located in the EMS Supply Room
 - a. Please follow ALL directions on the container to ensure proper disposal.
6. When a person requesting help presents themselves to a duty crew at any other location:
 - a. If the crew is not assigned to another call for service, they should immediately contact MECC and request to be dispatched to their current location on a "SAFE Station" call and request B151 to the scene non-emergency.
 - b. If the crew is already assigned to another call for service, they should immediately contact MECC and request another Whitehall medic on an "SAFE Station" to their current location.
 - i. The same staffing criteria in Section 2 (2)(a) still apply.
 - ii. As long as it will not impact the existing incident, the crew should remain with the person until another unit arrives to assume responsibility for the care of that person.

Section 3: Criteria to consider Law Enforcement Involvement

1. It is a stated goal of this program to help individuals with opiate addictions to receive treatment without negative engagement of law enforcement. Therefore, we will not routinely contact police for routine interactions with persons dealing with an addiction. However, safety of employees is an important factor and law enforcement should be contacted if one or more of the following conditions exist:
 - a. Possession of weapons that need secured during treatment
 - b. Physically or verbally abusive presentation of the individual
 - c. Individual creates an unsafe or a potentially unsure situation for personnel, staff, or themselves
 - d. Provider judgement based on interaction with personnel and staff
 - e. Request from patient to speak with law enforcement