

## **Agreement for County Medical Tiered Response Program**

Made the \_\_\_\_\_ day of \_\_\_\_\_ 2019.

Between:

Corporation of the County of Lanark (The "County")

### **Of The First Part**

and

Corporation of the Town of Carleton Place (The "Town")

### **Of The Second Part**

**WHEREAS** tiered response is recognized internationally as an effective method of coordinating public or private safety agencies to provide rapid first response assistance to the public in the timeliest and efficient manner possible by endeavouring to send the closest appropriate emergency response agency to render assistance at the scene of an emergency incident until the primary response agency can arrive;

**AND WHEREAS** Medical Tiered Response Agreements are formal written documents negotiated between two or more public and/or private sector safety agencies with the intent to establish local protocols for a multi-agency response to a life threatening incident, outlining the capabilities, expectations and limitations of each agency and defining the criteria for participation;

**AND WHEREAS** such written agreements provide a framework for cooperation between, and coordination of, emergency services on a local level and acknowledge that a teamwork approach toward the coordination of safety agencies improves the response to specified emergency situations and overall level of public safety in the community;

**NOW THIS AGREEMENT WITNESSETH** that in consideration of the foregoing and the covenants and agreement hereinafter set out, the parties hereto agree as follows:

### **1. County Medical Tiered Response Program**

This Program sets out the Response Criteria, Notification and Activation for the Town and the County. The following principles have been established:

- a) To ensure the timely availability of staff and resources to safely and efficiently mitigate a life threatening incident;
- b) To establish a common coordinated approach to arbitrate disputes;
- c) To identify that participation is voluntary and may be terminated as per the "Termination" clause below;

## 2. County Activation Criteria for Tiered Response

### **LIFE THREATENING EMERGENCY:**

The Town's Fire Department will be notified following Central Ambulance Communications Centre (CACC) committal or information update to a call for the following conditions:

1. Vital Signs Absent (VSA);
2. Unconscious Patient;
3. Absence of Breathing;
4. All Motor Vehicle Accidents that the Fire Department is required to respond to;
5. Other life-threatening conditions as deemed by ambulance

### **FIRE DEPARTMENT NOTIFICATIONS:**

The Fire Department will be notified to respond to the above life-threatening emergency calls (1-3) when:

An ambulance response to the scene is greater than 20 minutes and when there is a clear response time advantage.

## 3. System Notification/Activation

In order for the Program to provide the greatest benefit to the public, the Fire Department needs to respond to life threatening incidents, when there is a clear response time advantage (see "All Other Code 4 Calls") in scene arrival, over the usual primary agency response time.

The effectiveness of the Program is dependent upon prompt notification. The Fire Department will be notified within **(1) one minute** of call committal or information update of an ambulance to a life-threatening incident 90% of the time or greater.

Notification to the Fire Department of a request for tiered response will include the location and the nature of the emergency. Notification will not include the personal health information of individuals requesting emergency assistance. Upon arrival at the location, the Fire Department will take steps to identify individuals and collect information required for the provision of emergency services from these individuals directly.

#### **4. Changes to County Activation Criteria for Tiered Response**

Any changes to the criteria must be agreed to by the County and the Town through an amendment to this Agreement.

#### **5. Terms and Conditions**

The Central Ambulance Communications Centre (CACC) Liaison Officer shall be identified as indicated in the Fire Marshal's Communiqué 2006-13.

Fire emergencies and rescues shall take precedence over requests for medical tiered response notifications and it is recognized that the Fire Department may not be able to respond upon notification if occupied with another emergency or for any other reason as determined by their senior on-duty fire officer and/or by CACC. No liability shall be incurred by the Town for failing to respond to a tiered response request.

The Town shall:

- a) Ensure that all firefighters involved with direct patient care, have completed and are certified in a Fire Department approved Emergency First Responders/First Aid or similar course and with a minimum CPR (Health Care Provider) course.
- b) Assist the County's Paramedic Services (LCPS) en-route to hospital when requested and LCPS shall make every reasonable effort to transport that firefighter to his/her respective station as soon as possible, following termination of patient care.
- c) Ensure that, as of December 1 every year, each firefighter who is in charge of patient care shall,
  - i) Possess a valid certificate signed by a physician that states that he/she has been immunized against influenza, or that such immunization is medically contraindicated; or
  - ii) Has on file with the Town that he/she has taken the educational review (as provided to the Town by the Lanark County Paramedic Services) or documentation stating that the employee has not been, and does not intend to be, immunized against influenza.
- d) Ensure that responding firefighters perform routine practices and additional precautions for preventing the transmission of infection, especially infectious respiratory diseases. These routine practices and additional precautions may include,
  - i) Routine hand hygiene,
  - ii) Wearing of disposable gloves,

- iii) At a minimum, the use of fluid resistant particulate respirator masks (N95 is designed to filter up to 95% of airborne particles in a size range of 0.1 to > 10 microns and provides a better facial seal), and in the event that the Fire Department uses the N95 masks, undertake fit testing qualitatively to ensure maximum mask effectiveness (once the fit testing is complete, firefighters should be aware of the size of mask required for adequate protection).
- e) Provide written confirmation to the Lanark County Paramedic Chief, by January 1<sup>st</sup> of each year of:
  - i) All firefighters attending Medical Tiered Response calls have up-to-date qualifications, and
  - ii) valid influenza immunization certificates or alternate documentation for all firefighters.
- f) All Parties agree that upon request, they will provide documentation detailing all emergency responses for a given period, subject to:
  - i) the County's obligations as a Health Information Custodian under the *Personal Health Information Protection Act, 2004 (PHIPA)*, which include, but are not limited to, the requirement to obtain express consent prior to disclosing personal health information; and
  - ii) the Town's obligations regarding the disclosure of personal information under the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*.
- g) Have all defibrillators maintained and certified as per the manufacturer's recommendations.

The Parties agree that nothing in this Agreement shall be interpreted as authorizing the Fire Department to collect personal health information on behalf of the County or any party acting for the County, or as creating an agency relationship between the County and the Town, its Fire Department, or any other party for the purposes of PHIPA.

The County will not financially reimburse the Town for participating in the Program. However, it may provide for the exchange of disposable equipment items when able (O2 Masks, Disposable Splints, etc) where certain equipment can be replaced at no cost. Where the Town's equipment is compatible, a straight exchange may take place. In the event that the equipment is incompatible, the County assumes no responsibility for equipment replacement.

## **6. Disputes/Issues**

Disputes or issues arising between the Town and the County shall be in writing. A review committee including the County's Chief Paramedic, the CACC Liaison Officer and the Fire Department Appointed Representative shall consider the facts. Disputes or issues must be clearly stated and shall include the time, date, location and all parties involved.

## 7. Termination

Ninety (90) days' written notification is required to terminate involvement in this Program.

## 8. Notification

Any notice to be given under this agreement may be given personally or by prepaid first class mail and delivered to the following addresses:

County:

Chief Administrative Officer  
County of Lanark  
99 Christie Lake Road,  
Perth ON K7H 3C6

Town:

Chief Administrative Officer  
Town of Carleton Place  
175 Bridge Street,  
Carleton Place ON K7C 2V8

IN WITNESS THEREOF the Parties hereto agree to the terms of this contract this \_\_\_\_ day of \_\_\_\_\_, 2019.

### The Corporation of the County of Lanark

\_\_\_\_\_  
Richard Kidd, Warden

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kurt Greaves, CAO

\_\_\_\_\_  
Date

### The Corporation of the Town of Carleton Place

\_\_\_\_\_  
Doug Black, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stacey Blair, Clerk

\_\_\_\_\_  
Date