



New York State
Department of Health
Bureau of Emergency Medical Services

POLICY STATEMENT

Supercedes/Updates: 88-18

No. 01-07

Date: July 09, 2001

**Re: Guidelines to Follow
in Case of an EMS
Vehicle Collision**

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SUBJECT: Sample Standard Operating Procedure to Follow in Case of an EMS Vehicle Collision

In response to concerns of EMS service operators on how to handle an EMS vehicle accident the following guidelines have been prepared for inclusion into each service's standard operating procedures.

If A Collision Occurs With An EMS Vehicle

- 1) Protect the scene with warning lights or flares. If the vehicles are in a hazardous location or blocking traffic, they may be moved to the side of the street.
- 2) Notify the dispatcher immediately to request the following:
 - a) The supervisor
 - b) The appropriate police agency.
 - c) Any other necessary services such as Fire Department or towing service etc.
- 3) If the EMS vehicle was enroute to the scene of a call notify the dispatcher to immediately dispatch another EMS unit to that assignment.
- 4) If a patient was being transported and the ambulance has been rendered inoperable, have the dispatcher send an ambulance to transport the patient.
- 5) If the patient being transported is **unstable** and the ambulance is not rendered inoperable, and there are **no other unstable patients** on the scene, then instruct the other vehicle operator to remain at the scene until police arrive and provide them with:
 - Service name;
 - Vehicle identifier; and
 - The ambulance operator's name

- Record the name, vehicle type, make, and license number of the other vehicle before leaving the scene with your patient.
 - If the crew has an extra person, leave him/her at the scene to begin the paperwork.
- 6) If a **stable** patient is being transported assure that care is being provided to the patient by an EMT while awaiting the arrival of the police, if waiting will not cause excessive delay. While waiting for police to arrive exchange information then continue transport to the original destination upon arrival of the police. Return to the scene after delivering the patient to their destination.
 - 7) Administer patient care to any injured persons.
 - 8) If there is no patient exchange necessary, obtain information with other involved person (license, registration and insurance card). Record the police officer's name, shield number, department; if any tickets are issued, and make a rough sketch of the pertinent aspects of the scene.
 - 9) Obtain name, address, telephone number and a brief statement from any witness.
 - 10) Make sure even the minor injuries are well-documented and receive appropriate emergency department follow-up as needed.
 - 11) Per 10 NYCRR Part 800.21, report to the Department of Health EMS Bureau Representative for your region, within 24 hours, any accident involving personal injury and/or any accident that results in an ambulance being placed out of service.
 - 12) New York State Vehicle and Traffic Law also requires the owner of any vehicle involved in an accident resulting in any personal injury, death and/or damage exceeding \$1,000 (to any one vehicle) to file a report with the Department of Motor Vehicles within 10 days. The required MV-104 form may be obtained at any police station or DMV office.
 - 13) Individual EMS agencies should contact their insurance carriers to determine if there are any additional requirements they may have regarding this topic.

Issued and Authorized by
Edward G. Wronski, Director
Bureau of Emergency Medical Services