

SMRRC Regional MCI TRAILER GUIDELINES June 2014

PURPOSE:

To provide guidelines on the use, deployment and restocking of the Mass Casualty Incident (MCI) response trailers located in SMRRC Region. These trailers carry sufficient supplies to aid in the triage and treatment of, and preparation for transport, for approximately 75 patients. There are additional equipment that these trailers bring to an MCI incident such as lighting, A/C power generation and an air-conditioned/heated trailer.

In addition to being able to be called for response to an emergency scene, these trailers can be pre-deployed to areas where a non- fixed location mass gathering is planned such as concerts or road races, etc. within the region.

POLICY:

During an MCI event, whenever an ambulance “strike team” level 3 is requested, the appropriate trailer will be activated and transported to the scene by the community hosting the trailer’s storage. Portland Communications’ staff will be the lead agency responsible for contacting the host community housing the closest trailer to the incident scene, from a predetermined deployment plan. In the event that Portland Communication’s staff is unable to dispatch these groups, the responsibility will be assigned to the next alternate Communications staff.

SCOPE:

In 2005, Southern Maine Regional Resource Center (SMRRC) obtained grant funding to provide four (4) additional MCI trailers in Cumberland and Sagadahoc Counties to enhance this region’s disaster preparedness (the region includes Lincoln County). This is in addition to the 2 MCI trailers that are deployed in York County. Those two aforementioned have their own deployment procedures through either York County EMA or the town fire departments of Old Orchard Beach or York. This guide is designed to aid fire/EMS agencies and communications staff in SMRRC Region when the need arises for the dispatch of an MCI trailer during a significant incident. This is further established to outline who is responsible for the maintenance, transport and restocking of these trailers.

It is the intent that this guideline and the associated plans be known by all fire/EMS agencies and communication centers who may request the use of this plan as well as those whose units will be deployed to transport these trailers to the incident scene.

PROCEDURE:

General:

1. The community affected by the incident shall be responsible for notifying Portland Communications Center that they are at a level 3 MCI. Portland Communications Center will automatically activate the appropriate trailer as listed below under “Deployment Plan.”

2. It is recommended that upon activation, the host community attach the trailer to its prime mover and begin response.
3. It is recommended that the personnel that transports the trailer to the scene remain with the unit to act as “the inventory controller” whenever possible.
4. Portland will contact the community hosting the MCI trailer as listed below and advise them of the location of the incident that requires the trailer and assign them a frequency to contact the IC of the community having the incident.
5. The community having the incident will advise Portland Communications Center if the MCI trailer is to continue response, and if so if it is to report to a “staging area” or direct to the scene.
6. When a trailer is out of service, the host community will be responsible for notification to the Portland Communications Staff who in turn will dispatch the next closest trailer if needed for response.
7. The community who has the incident or mass gathering event will be responsible for cleaning and restocking the trailer. Each trailer contains an inventory and location notebook for reference (located near side entrance).
8. A community needing an MCI trailer for pre-deployment for a mass gathering event, must contact the appropriate community hosting a trailer two (2) weeks prior to make transport arrangements. When this occurs, Portland Communications Staff will notify the other host communities that a trailer has been placed out of service for pre-deployment and they will be covering that area. The community holding the mass gathering is responsible for the security of the trailer while in their possession.
9. When a trailer is out of service for repairs or pre-deployment events, the host community is responsible to notify Portland Communications Staff.

Deployment Plan:

1. The trailer (Number 2) located at Portland Fire (Canco Road) will be deployed to the following communities:
 - a. Cape Elizabeth
 - b. So. Portland
 - c. Portland
 - d. Westbrook
 - e. Scarborough
 - f. Falmouth

2. The trailer (Number 1) located at Cumberland Fire (West Cumberland Station) will be deployed to the following communities:
 - a. Freeport
 - b. Brunswick
 - c. Yarmouth
 - d. Cumberland
 - e. North Yarmouth
 - f. Pownal
 - g. New Gloucester

h. Harpswell

3. The trailer (Number 4) located at Windham Fire will be deployed to the following communities:

- a. Windham
- b. Gray
- c. Raymond
- d. Gorham
- e. Standish
- f. Baldwin
- g. Sebago
- h. Naples
- i. Casco
- j. Brighton
- k. Harrison

4. In addition, be aware that there are also MCI trailers located in the following adjacent counties:

- a. Sagadahoc: Topsham Fire/EMS (Emergency number: 443-6276). This is for Sagadahoc and Lincoln Counties.
- b. York: Old Orchard Beach Fire (Emergency number: 934-4911 Sanford Combined dispatch)
- c. York: York Inside Maine DOT maintenance building on Rt 1 (Across from Jennifer Lane) (Emergency number: 363-4444)

5. **It is recommended that the community where the incident or event occurs provide receipts for reimbursement for replacement medical supplies to the parties responsible for the incident or event.**

6. These MCI trailers are regional assets that may be requested for incidents outside of Cumberland County by mutual aid communities or specialty response teams such as the Northern New England Metropolitan Medical Response System (NNE MMRS) Medical Strike Team, Maine Task Force One Team or other such agencies.

7. Cumberland County Emergency Management Agency (CCEMA) and SMRRC (207-662-3954) will be made aware of this plan for using this regional asset and any updates made here after.

DEFINITIONS:

- a. MCI is Mass Casualty Incident.
- b. Level is the alarm assignment composed 1 strike team.
- c. Strike Team is composed of 3 "like" units/apparatus. Remember the phrase, "Strike alike."
- d. Host Community will refer to the community who has elected to house, maintain, and transport an MCI trailer.
- e. Staging area is a location to assemble units/apparatus separate from the actual incident. It allows the local IC to request additional resources to be called without response delays and with specific assignment.

- f. Pre-Deployment for the purposes of this guide shall mean that an MCI trailer will be placed on stand-by status at the location of a mass gathering. Examples may be: the Fryeburg and Cumberland Fairs, Yarmouth Clam Festival, Beach to Beacon Road Race or the 4th Fourth of July fireworks in Portland.
- g. SMRRC = Southern Maine Regional Resource Center

RESPONSIBILITIES:

1. It shall be the responsibility of the communication center directly involved with the incident to contact Portland Communications at Strike Team level 3.
2. It shall be the responsibility of Portland Communications' staff to dispatch the appropriate MCI trailer.
3. It shall be the responsibility of the community affected by the incident to return the trailer to full service prior to it being returned to the host community. This may necessitate return transports take place at a later date or time.
4. Responsibility for back up will be determined by the Cumberland County Fire Chiefs current agreement for mutual aid dispatch protocols.
5. It shall be the responsibility of the host community to maintain these MCI trailers. SMRRC will register and insure these trailers and will replace unused expired supplies.
6. The host community should assure that the trailer receives periodic inspection for tire inflation, generator operation and presence of the correct electrical adapters as well as any other recommended maintenance.
7. The host community shall transport the MCI trailer to the scene of an incident in the safest manner possible given the nature of the incident, traffic and weather conditions.

REFERENCES/PARTNERS AGENCIES:

NFA
Metro Chiefs
Cumberland County Fire Chiefs
SMRRC
CCEMA
YCEMA
SCEMA

Requirements

- prime mover available
- store inside/under cover
- Geographically strategic location- placement selected based on access to highway corridors and to allow for coverage of the Southern Maine region

Insurance – provided certificate from SMRRC/MMC

Emergency response dispatch procedures (Chiefs are working on documentation for this)

Restocking after usage is using Department's responsibility, expectation is that the service that bills and is reimbursed for the medical response will resupply what is used. SMRRC will budget for, order and replace the unused medical supplies that have an expiration date.

SMRRC made quicklink on frontpage of www.smrrc.org website with trailer location info and training materials.

SMRRC will produce a DVD for training purposes

Chapters to include

- Trailer operation and maintenance
- Display of inventory and demo
- Policies and procedures
- History – How did we get here