

SAN JOAQUIN COUNTY
EMERGENCY MEDICAL SERVICES AGENCY



TITLE: DISASTER CONTROL FACILITY DESIGNATION

EMS Policy No. 7020

PURPOSE: The purpose of this policy is to establish requirements for the designation as the Disaster Control Facility (DCF) in San Joaquin County.

AUTHORITY: Health and Safety Code, Division 2.5, §1797.220, 1798 et seq.

DEFINITIONS: See SJCEMSA Policy Definitions.

BACKGROUND:

The DCF is responsible for the dispersal of patients during all Multi Casualty Incidents (MCIs) through the coordination of hospital bed polling. The DCF maintains ongoing communication with the Medical Branch Director (MBD) or Medical Group Supervisor (MGS) during all MCIs and hospitals for a coordinated and safe dispersal of patients.

POLICY:

The San Joaquin County DCF shall be designated by SJCEMSA and shall meet and maintain the following criteria:

PROCEDURE:

The SJCEMSA designated DCF shall perform the following services and functions:

- I. DCF Services and Functions:
 - A. Initiate and manage hospital bed polling in accordance with SJCEMSA's policies.
 - B. Communicate and provide patient destinations to Medical Branch/Group Supervisor in accordance with SJCEMSA's policies.
 - C. Staff and maintain a computer with internet connection for utilization and monitoring of EMResource™ (or designated hospital bed polling system) information system 24-hour per day.
 - D. Be co-located at the designated emergency ambulance dispatch center.
 - E. Monitor and track responding resources to MCI's and disasters.
 - F. Coordinate with law enforcement, first responders, and other EMS providers

Effective: July 1, 2025

Supersedes: February 1998

Approved: 
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Medical Director

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EMS Administrator

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as needed.

- G. Participate in local, regional, and state disaster exercises.
- H. Perform regular bed polling drills as specified by SJCEMSA.
- I. MCI communication with the DCF will be conducted on Med Net channel 6, in accordance with SJCEMSA Policy No. 3400, Med Net Radio Communications Plan.
- II. DCF Personnel:
 - A. DCF Primary Dispatcher:
The designated emergency ambulance dispatch center shall sufficiently staff the DCF at all times to perform the functions specific in this policy, with personnel who have successfully completed SJCEMSA approved DCF and MCI training.
 - B. DCF Liaison:
The designated emergency ambulance dispatch center shall designate a person responsible for the overall supervision of the DCF program within the facility and for assuring that the facility's responsibilities specified by agreement and policy are met.
- III. DCF Policies and Procedures:
 - A. Process and equipment in place to utilize and maintain two-way telecommunications equipment, as specified by SJCEMSA, capable of direct two-way voice communications with prehospital emergency medical care personnel in the San Joaquin County EMS system.
 - B. Process and equipment in place to utilize and maintain a dedicated telephone line located in the emergency ambulance dispatch center for communications with prehospital emergency medical care personnel.
 - C. Process and equipment in place to utilize and maintain a dedicated communication teleconference system to communicate to each San Joaquin County receiving hospital and SJCEMSA simultaneously.
 - D. Process and equipment in place to utilize EMResource™ (or designated

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hospital bed polling system) on a dedicated computer in the emergency ambulance dispatch center to aid in the management of multi-casualty incidents as specified by SJCEMSA.

- E. Process and equipment in place that digitally records and provides SJCEMSA with remote access to all radio and telephone communications, maintain such recordings for a time period specified by SJCEMSA, and use such recordings exclusively for SJCEMSA CQI activities.

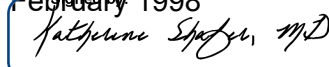
IV. Quality Improvement Requirements:

- A. The DCF shall utilize and maintain a DCF log approved by the San Joaquin County EMS Agency to be submitted on a monthly basis.
- B. The DCF shall participate in the SJCEMSA continuous quality improvement (CQI) program which includes making available all relevant records for program monitoring and evaluation.

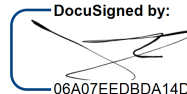
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