





FIELD SUPERVISORS ROLE

APPROVED:  EMS Medical Director
 EMS Administrator

1. Purpose
 - 1.1 To provide AMR and Joint Powers Authority (JPA) field supervisors with written guidelines for their role and responsibilities.
2. System Requirements
 - 2.1 There will be one AMR Field Supervisor on duty within the County at all times whose primary responsibility will be field supervision while on duty.
 - 2.2 AMR Field Supervisors will be mobile in their vehicles and are expected to actively "roam" throughout the County during their shift.
 - 2.3 There will be 3 Field Supervisors/EMS Clinical Coordinators selected by the Joint Powers Authority (JPA).
 - 2.4 There will be a JPA Field Supervisor responsible for each of three JPA zones (north, central, and south).
 - 2.5 The JPA Field Supervisors will have 24 hour responsibility for EMS issues involving the fire service paramedics in their zone but will be on-call during non-business hours.
 - 2.6 One of the JPA Field Supervisors will be available on-call at all times.
 - 2.7 There will be an EMS Field Supervisor/Clinical Coordinator assigned by CDF.
 - 2.8 The Field Supervisors will serve as primary liaison for ongoing clinical oversight, quality improvement, education, and daily operational issues for their areas of responsibility
3. Qualifications
 - 3.1 Current California Paramedic License
 - 3.2 Current San Mateo County Paramedic Accreditation
 - 3.3 At least three (3) years of full time experience as a paramedic
 - 3.4 Three (3) months of specialized training and evaluation provided by AMR which has been approved by County.

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- 3.5 Successful completion of a six-month probationary period as evaluated by the AMR Clinical Education and Quality Improvement Coordinator with input from the County EMS Medical Director and receiving hospital medical directors.
 - 3.6 Be current in meeting the education requirements specified on page 25, Schedule B, of the Agreement between AMR and San Mateo County for Countywide Advanced Life Support First Response and Emergency Ambulance Service.
 - 3.7 Completion of at least 12 hours of supervisory training, approved by the County. This training will be focused on quality assessment, quality improvement, data tracking, and techniques for effective personnel management.
 - 3.8 Completion of Incident Command System courses 100, 200, 300.
4. Field Supervisor Role
 - 4.1 AMR, JPA, and CDF Field Supervisors will be jointly responsible for supervision of the emergency ambulance service and first responder paramedic services subject to oversight by County EMS Medical Director and EMS Administrator on-call.
 - 4.2 The AMR, JPA, and CDF Field Supervisors will be jointly responsible for managing resources (personnel, vehicles, equipment, supplies) in order to provide the highest level of care possible with the resources available.
 - 4.3 The AMR Field Supervisors will respond immediately to unusual or high risk situations such as multicasualty incidents, high threat incidents, and landing of EMS aircraft
 - 4.4 The JPA or CDF Field Supervisor will be notified immediately of all unusual or high risk situations and will respond if on duty.
 - 4.5 Upon arrival at multi-casualty incidents, a Field Supervisor will immediately report to the incident commander. If appropriate the Field Supervisor will evaluate the status of the medical group.
5. Field Supervisor Responsibilities
 - 5.1 Regularly respond to 9-1-1 calls throughout the County to assess the quality of care being rendered, functionality of EMS system, and to promote good communications between responders. Keeps the EMS Agency, AMR, JPA, and CDF informed as appropriate
 - 5.2 When a Field Supervisor is first to arrive at an incident scene, he/she will provide patient care until the arrival of other paramedics and will then assist on-scene crews with patient care as needed and appropriate. The Field Supervisors will intervene when he/she observes unsafe or inappropriate patient care.
 - 5.3 Regularly visits EMS crews for the purpose of providing guidance and reviewing new information regarding County EMS system (e.g., procedure change). Prepares crew contact reports for all such visits.

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- 5.4 Is knowledgeable of all County EMS policies, procedures, and protocols. Is a resource on these topics for EMS personnel.
 - 5.5 Immediately provides consultation to on-duty EMS personnel upon request.
 - 5.6 Investigates clinical incidents, complaints, and ambulance vehicle accidents immediately. Resolves problems immediately if possible. Informs AMR of all clinical incidents within 24 hours. Informs the AMR manager-on-call of ambulance vehicle accidents immediately.
 - 5.7 Immediately notifies EMS administrator on call and AMR Clinical Coordinator, and AMR Manager-on-call of all level III clinical incidents.
 - 5.8 Is notified by affected personnel for medium to high-level exposure to potential communicable diseases (e.g., blood exposure). Assists in obtaining patient information from hospital as needed. Ensures referral to occupational health per policy of individual fire service agency or AMR. Facilitates communication regarding communicable disease exposure to all personnel involved in the response.
 - 5.9 Is continually aware of system activity (e.g., number of active EMS calls, unusual incidents, resources available).
 - 5.10 Visits receiving hospitals to obtain feedback from emergency physicians and nurses regarding quality of pre-hospital patient care, interactions with paramedics and EMTs.
 - 5.11 Ensures maintenance of adequate levels of staffing, equipment and medical supplies for all paramedic vehicles.
 - 5.12 Maintains communications with other agencies and departments.
 - 5.13 Restocks paramedic vehicles with valium and morphine as specified in Policy Operations - 16.
 - 5.14 Participates in EMS system by regular attendance at the participation in Supervisor Committee meetings. Regular attendance is defined as attendance at 5 of the 6 scheduled meetings unless excused by the chair.
6. Vehicles, Equipment, And Supplies
- 6.1 Field supervisor vehicles will be stocked with supplementary medical supplies, both consumable and durable.
 - 6.2 AMR field supervisor vehicles are to be used as a resource in the event of a mass casualty incident or if there is an unforeseen increase in demand for supplies. See attached list.

JPA Supervisor Vehicle

Medication	Minimum Quantity
Adenosine	30 mg
Albuterol 0.83% solution	1 dose
Aspirin: children's chewable	1 bottle
Atropine 1.0 mg/5 ml preload	4 mg
Benadryl 50 mg/1 ml	100mg
Charcoal Slurry 25 grams/120 ml	1 dose
Calcium Chloride 1 gm/10 ml preload	1 gm
Dextrose 50% 25 gm/50 ml preload	50 gm
Dopamine 400 mg	400 mg
Epinephrine 1:1,000 1 mg/ml	2 mg
Epinephrine 1:10,000 1 mg/10 ml	4 mg
Epinephrine 1:1,000 multidose vial	30 mg
Glucagon 1 mg/vial	1 mg
Glucola 8 oz.	1
Lasix 40 mg	120 mg
Lidocaine 100 mg/5 ml preload	400 mg
Narcan 2.0 mg/2 ml preload	2.0 mg
Nitroglycerine 0.4 mg tab or Nitroglycerine metered spray	2.4 mg 2 bottles
Infant Sodium Bicarbonate 5 mEq/10 ml	10 mEq
Sodium Bicarbonate 50 mEq/50 ml	100 mEq
Medication Labels	

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JPA Supervisor Vehicle(continued)

IV Fluids	Minimum Quantity
Normal Saline 250 ml	2 each
Normal Saline 1000 ml	2 each
Normal Saline 10 ml vial	2 each

Personal Protective Equipment	Minimum Quantity
Disposable Bags (Biohazard)	1
Gloves: Sterile (sizes 5-8) (each)	2
Clean (pairs unisize)	4
HazMat Kit	1
Isolation Gown	1
Isolation Mask	1

Patient Assessment and Examination Equipment	Minimum Quantity
Glucometer	1
Oral Thermometer	1
Portable Blood Pressure Cuff (adult, thigh, pediatric)	1
Stethoscope	1

Cardiac Monitoring Equipment	Minimum Quantity
Adult Paddles (pads acceptable for hands-free defibrillation)	1 set
Conductive Gel	1 container
OR conductive pad sets	3 sets
EKG Paper (rolls)	1
Electrodes: 3 per set	3 sets
Pediatric Electrodes: 3 per set	1 set
Pediatric Paddles (pads acceptable for hands-free defibrillation)	1 set
Portable Cardiac Monitor (refer to Policy Equipment - 6)	1

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JPA Supervisor Vehicle (continued)

Airway Management Equipment	Minimum Quantity
Bag-Valve-Mask with Reservoir: Adult Pediatric	1 1
Nasal Pharyngeal Airways: Sizes: 34 32 30 28	1 1 1 1
O ₂ Wrench	1
Oral Pharyngeal Airways Sizes: 0-6 (each) (or equivalent metric sizes)	1
Oxygen Gaskets for Portable	1
Oxygen Mask Non-rebreather: Adult	2
Oxygen Mask-Child	1
Oxygen Mask-Infant	1
Oxygen Nasal Cannula: Adult Pediatric	2 1
Portable Oxygen with Regulator Oxygen supply must be sufficient to provide a patient with not less than 10 L/min for 20 minutes	1

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JPA Supervisor Vehicle (continued)

Bandaging and Splinting Equipment	Minimum Quantity
1" roll	1
2" roll	1
Bandage Shears	1
Cervical Collar (Stiff) (sizes to fit all patients > 1 year old)	1 each size
Cold Packs	1
Gauze Pads: Minimum Size 3" x 3"	6
Irrigation Solution: Sterile saline: 500 ml	1
Sterile water: 500 ml	1
OB Kit: (To include gloves, umbilical cord clamp or tape, dressings, towels, bulb syringe, and clean plastic bags)	1
Petroleum Gauze Pads	2
Restraints (Optional)	1
Rigid Splints (SAM)	2
Roller Bandages	3
Sterile Bandage Compresses Or Equivalent	6
Sterile Burn Pack	2
Triangular Bandages - 40"	2
Universal Dressings: 10" x 30" or Larger	1

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JPA Supervisor Vehicle (continued)

IV, Saline Lock, and Blood Drawing Equipment		Minimum Quantity
Alcohol Wipes (box)		1
Betadine Wipes (packets)		6
Infusion Sets:	Micro drip set	2
	Standard set (Macro)	1
	Blood set with pump	1
IV Cannulas:	sizes: 22 gauge	2
	20 gauge	2
	18 gauge	2
	16 gauge	2
	14 gauge	2
Needle Coffin		1
Needles for Injection:	25 gauge: 5/8"	2
	18 gauge: 1"	2
Saline Locks		3
Syringes:	10 ml	2
	5 cc	2
	TB	2
Tourniquets (IV)		3

Communication Equipment	Minimum Quantity
Cellular Telephone	1
Mobile Two-Way Fire Radio Installed In Vehicle	1
Portable Two-Way Fire Radio	1

JPA Supervisor Vehicle (continued)

Optional Items	Minimum Quantity
Arm Boards: Short Long	
Cricothyrotomy Kit	1
Hot Packs	0
KED type device (optional)	0
Pediatric Measurement Tape (Braselow)	
Polaroid-type Camera (capable of instant color prints)	0
Portable Suction (battery powered) (Optional) (Note: squeeze syringes do not satisfy this requirement)	1
Pressure Infuser	1
Transtracheal Jet Insuflator	1

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AMR Field Supervisors Vehicle

C-Spine	Amount
Backboards	5
Pediatric Immobilizer	1
Scoop	1
Headbed	10
Cervical Collars – Pediatric	4
Cervical Collars – Adjustable	10
Spider Straps - Or 9' Straps	5 SPIDER or 10-9' STRAP
Splinting/Bandaging	Amount
Traction Splint	1
Cardboard Splints (small, Med, Large)	4 each
SAM Splint	4
Sterile Burn Sheets	5
Sterile Trauma Dressing	10
Sterile Compress 5 X 9	20
Sterile 4 X 4	20
Non – Sterile 4 X 4 (Package)	2
Petroleum Gauze Pad	5
Triangular Bandage	10
Roller Bandage (Kerlix)	10
Bandage Shears	2
Cold Packs	10
Hot Packs	5
Tape 1" And 2"	5 each
Hydrogen Peroxide	2
Sterile Water Irrigation	4
Sterile Saline Irrigation	4

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AMR Supervisor Vehicle (continued)

I.V. Supplies	Amount
Alcohol Wipes	1 box
Betadine Wipes	1 box
Blood Y Tubing	4
Buretrol	2
I.O. Kit	2
I.V. Catheters 14 Gauge	10
I.V. Catheters 16 Gauge	10
I.V. Catheters 18 Gauge	20
I.V. Catheters 20 Gauge	20
I.V. Catheters 22 Gauge	10
I.V. Catheters 24 Gauge	10
I.V. Extension Tubing	12
Injection Needle 21g AND 25g	10 each
Lever Lock Cannula	12
Macro Drip Tubing	12
Normal Saline 1000cc	12
Normal Saline 10cc	10
Normal Saline 250 cc Set UP (with Micro drip)	5
Portable Sharps Container	2
Prep Razor	5
Saline Lock	10
Syringes 10cc	10
Syringes 1cc	10
Syringes 30cc	2
Syringes 5cc	10
Syringes 60cc	2
Tourniquets	20
Veniguards	20
Vial Access Cannula	10

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AMR Supervisor Vehicle (continued)

Airway Supplies	Amount
02 Mask Adult (NRM)	10
02 Mask Infant	5
02 Mask Pediatric	5
02 Nebulizer	5
02 Nebulizer Mask Adult	3
02 Nebulizer Mask Pediatric	3
Adult Stylet	5
Adult Transtracheal Catheters	2
BVM Adult	2
BVM Albuterol Set Up	2
BVM Pediatric	2
Cetacaine Spray	2
End Tidal CO2 Detector	4
Endotracheal Tube Holders	5
Endotracheal Tubes 2.5mm TO 9.0mm	3 each
Laryngoscope Blades Curved #1 To #4	1 each
Laryngoscope Blades Straight #0 To #4	1 each
Laryngoscope Bulbs Small And Large	5 each
Laryngoscope Handle Adult	1
Laryngoscope Handle Pediatric	1
Lidocaine Jelly	2
Magill Forceps Adult	2
Magill Forceps Pediatric	2
Nasal Airways (NPA) 20 – 34	2 each
Nasal Cannula	10
Neosyneprine	2
O2 Regulator	2
Oral Airways (OPA) 0 – 6	2 each
Pediatric Stylet	5
Pediatric Transtracheal Catheters	2
Pleural Decompression Kit	1
Portable Oxygen Tank	4
Portable Suction – Manual	1
Suction Catheters 8fr-14fr	2 each
Suction Connecting Tubing	3
Suction Container With Lid	3
Tonsil Tip	3

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AMR Field Supervisor Vehicle (Continued)

Medications	Amount
Adenosine	5
Albuterol	10
Aspirin (Childrens Chewable)	2
Atropine	5
Benadryl	3
Charcoal	2
Calcium Chloride	2
Dextrose 50%	3
Dextrose 25%	2
Dopamine 400mg	2
Epinephrine 1:1,000 1mg/Cc VIAL	4
Epinephrine 1:1,000 30cc VIAL	2
Epinephrine 1:10,000 1mg/10cc	5
Glucagon	2
Glucola	2
Lasix 100mg	3
Lidocaine 100mg	5
Narcan	4
Nitroglycerine 0.4mg	2
Sodium Bicarbonate 4.8%	2
Sodium Bicarbonate 8.4%	3
Morphine	restock
Valium	restock
Other Supplies	Amount
Portable Airway Bag	1
Portable Med Bag	1
Portable Cardiac Monitor With Defib.	1
EKG Paper	2
EKG Electrodes (Adult)	10
EKG Electrodes (Pediatric)	5

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AMR Field Supervisors (continued)

OTHER SUPPLIES (Continued)	AMOUNT
B/P Cuff Adult	2
B/P Cuff Infant	1
B/P Cuff Pediatric	2
B/P Cuff Thigh	1
Biohazard Bags Large	10
Biohazard Bags Small	20
Blankets	4
CHP Yellow Blanket	10
Convenience Bags	5
Disposable Pillow Cases	10
Disposable Sheets	10
EKG Cables	1
Face Shield Or Protective Glasses	2
Glucometer	1
Glucometer Test Strips	2 boxes
HAZ-MAT Kit	1
ICS Vests (Medical Group, Triage Officer)	1 each
Isolation Kit	4
Lancets	20
Large Emesis Basin	5
Non – Sterile Gloves (Box) Small To X-Lrg	2 each
O.B. Kit	1
Oral Thermometer	1
Pillows	4
Pulse Oximeter Cables	1
Quick-Combo Defib / Pacer Pads (Adult)	2
Quick-Combo Defib / Pacer Pads (Pediatric)	2
Rectal Thermometer	1
Soluble Lubricant (Packets)	10
Sterile Gloves 5 – 8	2 each
Stethoscope	2
T.B. Mask – Small, Medium, Large	2 each
Triage Tags	50
Yellow - Dirty Linen Bags	10
Optional Supplies	Amount
Braslow Tape	1
EOA	1
Portable Suction – Battery Powered	1
Pressure Infuser	2

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