


<h1 style="margin: 0;">CITY OF BATH FIRE & RESCUE</h1> <h2 style="margin: 0;">STANDARD OPERATING POLICY</h2>
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SUBJECT	Special Event Standby	S.O.P. #	100.27
EFFECTIVE DATE	10/22/2024	CITATION	
REVISION DATE		APPROVAL	
LABOR-MNGT REVIEW	10/15/2024		

PURPOSE:

The purpose of this memo is to standardize expectations of resources and deployment for special event EMS coverages provided by the City of Bath Fire Rescue.

POLICY:

When approved by the Chief and/or Deputy Chief the department shall provide EMS standby coverage for special events to include but not limited to sporting events within its primary response area. The department offers standby coverage in two models.

Model 1: Dedicated Emergency Medical Service Standby:

- a. A dedicated standby ambulance service, meaning a fully staffed ambulance, will be located at the event and will remain dedicated to that event. The standby ambulance shall not be available for other routine ambulance calls in the response area. All dedicated ambulance standby coverage is subject to the availability of Bath Fire Rescue securing coverage which will be determined before the event.
- b. In the event of an unforeseen hazard or response event requiring the dedicated ambulance to leave the event all charges for said coverage shall be waived.

Model 2: Non-dedicated standby ambulance service, meaning if resources are available a fully staffed ambulance will be staged at the function but will be available for subsequent calls within its primary response area. Consistent coverage shall not be guaranteed and is subject to on-duty staff units being available.

Eligibility:

- a. This is a community event where no tickets are sold.

- b. The event shall be open to the public.
- c. No event shall have more than 500 attendees and no more than 3 hours in duration and shall not involve high-risk activities as determined by the Fire Chief/Deputy Chief, or their designee.

All special standby events shall require a fully staffed ambulance and two licensed Bath Fire Rescue personnel minimum. Any medical assessment and or care provided to the public shall be by Maine State EMS protocols and at the sole judgment of the EMS clinician treating the patient.

No single Bath Fire Rescue EMS provider coverage shall be permitted for special standby EMS detail.



Bath Fire & Rescue Department
864 High St, Bath ME 04530 (207) 443-5034

Special Event Standby Agreement

I understand the hourly rate for special event standby details is based on time and a half per hour with a minimum of three (3) hours. I also understand that any event with more than 500 participants or attendees may require the presence of additional Fire/EMS personnel and/or equipment, rates are subject to change annually.

Special event standby personnel are available for \$57.00 per hour plus a 25% administrative fee (\$68.40) per person. Details canceled with less than twenty-four (24) hours' notice require that a minimum of three hours be paid per scheduled staff. Also, a 24-hour notice is required for any changes in start or end time.

Advanced notice of 30 days is required for event coverage.

The Fire Chief and/or designee shall determine the applicable event coverage.

- Model 1 – Dedicated emergency medical service standby
- Model 2 – Non-dedicated emergency medical service standby

Name of Group: _____

Name of Responsible Party: _____

Group Address: _____

Phone: (cell) _____ (office): _____

Function Date: _____ Start Time: _____ End Time: _____

Event Name: _____

Event Location: _____

Details of Event: _____

of Participants: _____

Estimated Invoice Total:

Billing Information

Name: _____

Address: _____

Is your event rain or shine? Yes No

Will liquor be served or allowed on the premises? Yes No

Any special needs or requirements? Yes No

If so, please describe: _____

The above application is subject to the following event safety requirements per the Bath Fire & Rescue Department:

Signed & Agreed by Fire Chief: _____ Date: _____

Signed & Agreed by Event Organizer: _____ Date: _____