



RHODE ISLAND DEPARTMENT OF PUBLIC SAFETY
Municipal Police Training Academy

Community College of Rhode Island — Flanagan Campus
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Colonel Steven G. O'Donnell
 Commissioner, Department of Public Safety
 Superintendent, Rhode Island State Police

Sergeant Scott N. Raynes
 Executive Director
 RI Municipal Police Training Academy

GENERAL ORDER				
NUMBER	POLICY NAME		CALEA STANDARD	PAGES
9.204	EMERGENCY PROCEDURES			3
SUBJECT AREA		REFERENCE	DISTRIBUTION	
			ALL	
DATES				
EFFECTIVE	ISSUED	REEVALUATION	PREVIOUSLY ISSUED	
12/2/2013	12/2/2013	AS NEEDED	July 15, 2013	

EMERGENCY PROCEDURES

I. PURPOSE

The purpose of this policy is to establish emergency procedures and guidelines for the all members of the RIMPA community. The procedures in this policy are intended to create and maintain a safe Academy training environment and enhance the rapid delivery of emergency services when needed.

II. POLICY

All members of the RIMPA community shall be aware of all emergency equipment, the site specific emergency response plan(s), if these are available and exist. All members of the RIMPA community shall be aware of the methods of emergency services notification, (911) and response routes while on or off campus during the Basic Recruit Officers Training Program.

III. DEFINITIONS

- A. **RHODE ISLAND MUNICIPAL POLICE COMMUNITY:** Academy Staff, Academy Instructors, Recruit Officer Officers, guest lectures, Academy visitors and civilian guest
- B. **EMERGENCY EQUIPMENT:** AED, Medical emergency kits, CPR masks, gloves, blood borne pathogen clean-up kits and telephones

- C. STAFF MEMBER: An Academy staff member, for the purposes of this policy, shall include the Executive Director, Assistant Director, Administrative Assistant, and Basic Training Officer.

IV. PROCEDURES

- A. The emergency procedures protocol may be enacted under the following condition: potential or actual medical emergency, injury, illness, hazardous material encounters and fire.
- B. When necessary emergency medical services shall be activated by a direct 911 dial.
- C. The lead instructional staff member shall be responsible and familiar with emergency procedures relative to their respective training site.
- D. The lead instructional staff member shall be responsible to inform all other members of the Academy Community of the emergency procedures protocol relative to the specific training environment.
- E. The Executive Director or his designee shall be notified as soon as practical whenever the emergency procedure protocols have been enacted.
- F. All emergency services incidents shall be documented by written report from staff and Recruit Officer(s), pursuant to the Academy Sickness, Illness or Injury Policy.
- G. Academy staff shall notify emergency response personnel (police and or rescue/fire departments, within the training locations jurisdiction) in advance of Academy training programs when an emergency response may be required i.e. Entry Physical Fitness Assessment, Use of Force Assessment, OC exposures, etc.
- H. The Academy Training Officer(s) shall identify Recruit Officers with EMT, CPR, AED or other emergency medical training and provide that information to Academy training staff.
- I. Academy staff shall notify the sponsoring agency of any Recruit Officer requiring emergency medical treatment or transportation to an emergency services facility.
- J. Whenever practical notification of family member(s) shall be made by the sponsoring agency. Recruit Officers emergency contacts are noted on the Academy application form, located in each personnel file.
- K. Whenever practical Academy staff shall accompany any Recruit Officer or staff member transported for emergency medical treatment.
- L. A Recruit Officer may not refuse or waiver emergency medical treatment.

- M. A medical records waiver shall be available to facilitate the release of Academy medical record to emergency response personnel.
- N. When practical to the purpose of this policy, Academy emergency procedures shall not be in conflict with other local jurisdictional emergency response policy.
- O. CCRI Campus Police shall be notify of all on campus medical emergencies and requests for emergency services, 333-7035 after 911
- P. No statements or information regarding the enactment of this policy shall be given to the any person(s) by members of the RIMPA Community without the express consent of the Executive Director.



By Order Of:

Karen D. Pinch
Lieutenant Colonel
Commanding Officer
Rhode Island Department of Public Safety