



Central DuPage Hospital
Emergency Medical Services System
System Policy and Procedures

Title: Locations of library / Resource Materials / Forms	
Section: General	Number: A-7
Approved By: Dr. Steve Graham, EMS Medical Director	
Effective Date: 01 July 2018	Number of Pages: 1

PURPOSE:

To ensure that all EMS personal have knowledge of where to find Central DuPage Hospital Emergency Medical Services System (CDHEMSS) resources and forms.

POLICY:

CDHEMSS will make available to all providers, including those who work with our providers, the forms necessary and indicated by the CDHEMMS policies and procedures. The following items can be located on the CDHEMSS website, www.cdhems.com:

1. Required equipment and medication checklist
2. Personnel demographic sheet
3. System entry packet
4. Medication loss form
5. Call of the month nomination form
6. Request for clarification form
7. Non-disposable equipment receipt form
8. Exposure reporting form
9. Commendation request form
10. Region 8 EMS Sops
11. CDHEMSS policies and procedures

All of the above are also available as printed copies in the EMS work room. Additionally, the following paper forms may be found or available at Central DuPage Hospital:

1. EMS Run Report paper back-ups (EMS work room)
2. EMS Refusal paper back-ups (EMS work room)
3. Large and small printed Region 8 SOPs (from EMS Medical Director / EMS Coordinator)
4. ECRN printed backups (above carepoint radio)
5. MVI/MCI forms (above carepoint radio)

Training equipment may be available to CDHEMSS agencies, however, these are not guaranteed or always available. Requests for training equipment shall be made to CDHEMSS staff in writing (email).

POLICY HISTORY:

Effective Date	01 July 2018					
Review Date(s)						
Revision Date(s)						