

**OKALOOSA COUNTY  
EMERGENCY MEDICAL SERVICES  
STANDARD OPERATING PROCEDURE**

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<b>Title:</b>	<b>Essential Battery Back-up</b>
<b>Policy:</b>	<b>403.00</b>
<b>Purpose:</b>	<b>This standard operating policy (SOP) identifies the back-up power capabilities for all computer equipment which are essential for providing ambulance services. This SOP identifies the testing procedures for said back-up power.</b>

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**Policy:**

1. Okaloosa County Emergency Medical Services will have back up battery power available for all electronic devices which are essential to the delivery of emergency medical care.
  - a. In Station Electronics/Computers:

Each station is equipped with a desktop computer with full intranet and internet capabilities. The system normally operates on 110volt power and is backed up by a UPS device provided by the Okaloosa County System and Networks Department. The system has an indicator with a visual and audible alarm that alerts when the back-up power system needs replacing.

In addition, each station has portable generator capabilities (5000-watt diesel). These generators are tested bi-annually by the Okaloosa County Emergency Medical Services Logistics Section.
  - b. Panasonic ToughPad:

Each Medic Unit is equipped with a Panasonic ToughPad that is used for run reporting and AVL/CAD purposes. The computer is both 110volt and 12-volt DC capable and can be recharged in the station, as well as the ambulances. It is the responsibility of each crew member to ensure all devices are charged and maintained in a ready state.
  - c. Radios/Pagers/Phones:

Each Medic Unit is equipped with 2 portable radios, 2 emergency pagers and 1 cellular phone. Each of these devices can be recharged in the station, as well as the ambulances. It is the responsibility of each crew member to ensure all devices are charged and maintained in a ready state.
  - d. Administration/Communications/Logistics:

Okaloosa County Emergency Medical Services Administrative Offices and Communications Center is located on the campus of Northwest Florida State College in the Okaloosa County Emergency Operations Center. The building is equipped with a Caterpillar 100KW generator capable of running all required services at once. Testing of this generator is accomplished every week on Tuesday by a member of Emergency Management.

Okaloosa County Emergency Medical Services Logistical Services are provided out of Essex Road in Fort Walton Beach and is equipped with an industrial generator capable of running all required services. Testing is performed by Okaloosa County Facilities Maintenance monthly.

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**Accountability and Compliance:**

1. Each building will be equipped to be supplied with generator power in the event of a power outage.
2. Each generator will be tested twice a year for operability by EMS Logistics.
3. Documentation of testing will be maintained in the EMS Logistics Office.

Policy #: 403.00  
CAAS: 103.04.03  
Author: Bailey  
Reviewed: Leadership  
Approved: Leadership  
Status: Active  
Effective Date: 02/24/16  
Revision Date: 02/24/16