

I. PURPOSE:

To provide paramedics with a guideline to give a brief, clear report that provides pertinent information to base hospital personnel.

II. POLICY:

Radio and telephone communications between paramedics and base hospital personnel shall conform with this policy. The presentation of information shall follow the algorithm format listed on Attachment A.

III. ROUTINE BASIC LIFE SUPPORT NOTIFICATION:

- A. Paramedics may directly notify any designated receiving hospital, if the patient has required only basic life support interventions.
- B. Provide the following information:
  - 1. Age
  - 2. Sex
  - 3. Chief complaint/mechanism of injury
  - 4. ETA
- C. Non-base hospitals shall not attempt to provide medical direction to paramedics. Non-base hospital personnel requesting additional interventions shall direct those requests to the appropriate base hospital and request that the paramedics contact that base hospital.

IV. ADDITIONAL INFORMATION:

- A. Use simple language to avoid confusion caused by codes, e.g., “I copy” rather than “10-4.”
- B. Base hospital personnel should avoid requests of paramedics for information that is not essential in decision making.
- C. MICNs shall state their MICN identification number when receiving base station reports.
- D. Paramedics shall state their County identification number when making base station contact.

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**BASE STATION REPORT FORMAT**

