



MOBILE MEDICAL UNIT STANDARD OPERATING GUIDELINES

Texas Emergency Medical Task Force



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Table of Contents

CHANGE LOG FOR TX EMTF MMU STANDARD OPERATING GUIDELINES 2

SCOPE 5

PURPOSE..... 5

INTENT 5

OBJECTIVES 5

SITUATION 5

ASSUMPTIONS 6

MISSION..... 7

EQUIPMENT AND SUPPLIES 7

TYPING..... 7

ROLES AND RESPONSIBILITIES 7

LICENSES & CERTIFICATIONS *DRAFT* 8

PRE-DEPLOYMENT ACTIVITIES 8

TX EMTF READINESS LEVELS 9

STATE MISSION ASSIGNMENT TASKING 9

LOCAL TASKING 9

DEPLOYMENT TIME GOALS..... 9

PERSONNEL ROSTERING 10

MUSTERING 10

TRAVEL 11

COMMAND OPERATIONS 11

DOCUMENTATION..... 11

SCOPE OF CARE 12

ISOLATION CAPABILITY..... 12

SAFETY CONSIDERATIONS 13

MMU SUPERVISION..... 13

SUPPLIES AND EQUIPMENT 13

INTERNAL COMMUNICATIONS 14

EXTERNAL COMMUNICATIONS 14

OPERATIONAL SUPPORT..... 14

SECURITY 15

PATIENT MANAGEMENT..... 15

STAFF MANAGEMENT AND SUPPORT 15

DEMOBILIZATION 15

APPENDIX A MEDICAL SUPPLY INVENTORY 17

APPENDIX B CURRENT TYPING..... 42



**Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit**

APPENDIX C POSITION DESCRIPTIONS..... 50

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) TASK FORCE LEADER (TFL) 51

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) PLANNING (PLANS) MANAGER..... 54

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) LOGISTICS MANAGER 57

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) SAFETY OFFICER (SOF)..... 60

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) GROUP SUPERVISOR 63

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) CHARGE NURSE..... 66

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) PHYSICIAN..... 69

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) REGISTERED NURSE (RN)..... 71

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) PARAMEDIC..... 73

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) PATIENT CARE TECHNICIAN (PCT) 75

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) PHARMACY TECHNICIAN (PHARM TECH) 77

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) LOGISTICS TECHNICIAN (LOGS TECH) 79

POSITION DESCRIPTIONS: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) REGISTRATION/ADMINISTRATION CLERK 81

APPENDIX D MMU STANDING ORDERS 83

APPENDIX E JOB ACTION SHEETS 88

DEPLOYMENT RESOURCE GUIDE: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU)..... 89

JOB ACTION SHEET: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) GROUP SUPERVISOR 92

JOB ACTION SHEET: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) LOGISTICS MANAGER (LOGS) 99

JOB ACTION SHEET: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) SAFETY OFFICER (SOF) 106

JOB ACTION SHEET: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) PLANNING MANAGER (PLANS)..... 113

JOB ACTION SHEET: TEXAS EMERGENCY MEDICAL TASK FORCE (TX EMTF) MOBILE MEDICAL UNIT (MMU) CHARGE NURSE 119

APPENDIX F STANDARD OPERATING GUIDELINES 124

MOBILE MEDICAL UNIT DAILY OPERATIONAL QUALITY ASSURANCE 125

MOBILE MEDICAL EXTERIOR SAFETY CHECKLIST 127

MOBILE MEDICAL INTERIOR SAFETY CHECKLIST 129

MOBILE MEDICAL PRE-OCCUPANCY SAFETY CHECKLIST 131

PATIENT DISCHARGE FORM 134

SHIFT CHANGE PATIENT REPORT 135

SHIFT CHANGE OPERATIONS REPORT 139

MOBILE MEDICAL UNIT ANNUAL TRAINING 140



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

SCOPE

This Standard Operating Guideline (SOG) addresses the mission profile of the TX Emergency Medical Task Force (EMTF) Mobile Medical Unit (MMU) component under a State Mission Assignment (SMA) from the TX Department of State Health Services (DSHS).

PURPOSE

This SOG is designed to ensure the uniform and orderly deployment of the MMU component of the TX EMTF.

INTENT

The intent of this SOG is to:

- Establish Objectives
- Establish Situation and Planning Assumptions
- Define Roles and Responsibilities

OBJECTIVES

- Maintain situational awareness.
- Complete training and ensure annual competencies of MMU operations.
- Complete an effective activation of qualified providers to complete a State Mission Assignment.
- Focus on safety and ensure all protective measures are in place to maximize provider safety.
- Maintain accountability of all deployed personnel and assets.
- Maintain communications with all impacted stakeholders including but not limited to TX DSHS, TX Division of Emergency Management (TDEM), TX EMTF SCO, TX EMTF Coordination Center, local Regional Advisory Council, and its Medical Operation Center, local jurisdiction, local Emergency Management, and facilities involved in operations.
- Provide efficient and effective patient care while focusing on safety.
- Establish an effective command structure to meet the needs of the incident.

SITUATION

- This document is to be considered a living document which may be updated as needed based on best practices, new equipment and After-Action Review (AAR) recommendations.
 - This document will be maintained by the TX EMTF State Coordination Office (SCO).
- Since 1953 the State of TX has the most Major Disaster Declarations in the nation with 102
 - One (1) disaster every 8.2 months
- The State of TX has 624 miles of coastline, 1,254 miles of international borders and eight (8) different climate classifications.
- Each TX EMTF is responsible for the storage, inventory, maintenance, and transportation of a fully deployable TX EMTF MMU including assets, supplies and personnel.
- The TX EMTF Operations Sub-Committee currently meets six (6) times annually and evaluates training curriculum, supplies, equipment, and guidelines.
- TX EMTF MMU is activated with a (SMA) to the TX EMTF SCO issued by DSHS.



**Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit**

ASSUMPTIONS

In order to ensure consistency and brevity this SOG makes the following assumptions:

- The term "Mobile Medical Unit (MMU)" should be considered to mean the TX EMTF Mobile Medical Unit component consisting of equipment and personnel unless otherwise specified.
- Each EMTF is responsible for executing a TX EMTF Memorandum of Agreement (TX EMTF MOA) with local EMS and hospital partners and physicians' groups for personnel.
- Each EMTF is responsible for the rostering of deployable TX EMTF MMU personnel that have attended a EMTF MMU training course.
- All TX EMTF MMU personnel team members are declared fit for duty by their home agency or facility.
- Each EMTF has a regional MMU Work Group that focuses on regional recruitment, training, team composition, and planning.
- TX EMTF MMU team members participate in annual regional training.
- TX EMTF will pre-identify a TX EMTF MMU Group Supervisors, ensuring each has the appropriate training to serve in that role.
- Deployed TX EMTF MMU personnel are expected to be self-sufficient for up to seventy-two (72) hours.
- Team members are expected to be trained in National Incident Management System (NIMS).
- The TX EMTF MMU will assist with healthcare response when routine capabilities are or may become overwhelmed or inoperable.
- The TX EMTF MMU will be primarily used for the initial triage, treatment, stabilization, and transfer purposes but may be used for a variety of other missions.
- This expanded health care delivery system is developed and used in conjunction with local emergency management, emergency medical services, healthcare resources, and public health agencies.
- The TX EMTF MMU is not intended for Long-term care missions.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

MISSION

The mission of the TX EMTF MMU is to augment and support the needs of an impacted community with temporary healthcare infrastructure configured to the incident occurring.

EQUIPMENT AND SUPPLIES

Equipment and supplies for activations are approved by the TX EMTF Operations Sub-Committee in collaboration with the TX EMTF Medical Directors Sub-Committee. Any changes in equipment and supplies requires research, testing, and approval by the TX EMTF Executive Committee.

Each EMTF is responsible for the storage, inventory, maintenance, and replenishment of supplies of all pre-positioned equipment and supplies. Inventories and storage are universal for EMTF with cages and carts utilized.

Up to date inventory of TX EMTF MMU equipment and supplies can be found in Appendix A.

TYPING

Team composition and asset and equipment packages are based on approved typing from the TX Operations Sub-Committee, and Executive Committee.

There are multiple configurations for TX EMTF MMU's based on patient care capabilities, patient capacity, environment needs and operational area.

The current TX EMTF MMU typing document can be found in Appendix B.

Current TX EMTF MMU Position Descriptions can be found in Appendix C.

ROLES AND RESPONSIBILITIES

- DSHS
 - Lead State Agency.
 - Responsible for issuing a SMA to the TX EMTF SCO.
- TX EMTF Executive Committee
 - Responsible for final approval of budget, SOG's, and guidelines.
- TX EMTF Operations Sub-Committee
 - Creation of processes and SOG's
 - Recommendations on inventory based on best practices and historical usage.
- TX EMTF Medical Directors Sub-Committee
 - Collaborates with TX EMTF Operations Sub-Committee on inventory, processes and SOG's.
- TX EMTF SCO
 - Maintaining situational awareness.
 - Activating a TX EMTF MMU.
 - Maintaining budget for asset maintenance and procurement.
 - Facilitating TX EMTF Operations Sub-Committee in collaboration with the Operations Sub-Committee Chair and Co-Chair.
 - Documentation maintenance and storage.
 - Facilitating After Action Review (AAR) of TX EMTF MMU activation.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- Development of improvement plan based on AAR items in collaboration with the TX EMTF Operations Sub-Committee.
- EMTF Coordination Center(s)
 - Maintaining situational awareness.
 - Storage, inventory, and maintenance of pre-positioned TX EMTF MMU equipment and supplies.
 - Storage, registration, insurance, and maintenance of TX EMTF MMU equipment transport capable vehicle.
 - Recruiting and maintaining TX EMTF MMU team rosters.
 - Conducting annual training.
 - Conduct regional MMU Work Group meetings focusing on education and planning.
 - Participate in regional meetings, tabletop exercises, and/or seminars focused on MMU operations.
 - Rostering and demobilization of TX EMTF MMU assets and personnel.
 - Transportation of MMU equipment and supplies in collaboration with the TX EMTF SCO.
- TX EMTF MMU team members
 - Actively employed and credentialed by an existing member agency with executed TX EMTF MOA.
 - Maintaining situational awareness.
 - Complete any required TX EMTF MMU initial training.
 - Participate in any regional TX EMTF MMU Work Group and training activities.
 - Maintain fit for duty standards as defined by agency or facility policy.
 - Verify a mechanism is in place to receive information and/or activation from the EMTF Coordination Center.
 - TX EMTF MMU team members sponsoring agency will be reimbursed according to current TX EMTF reimbursement parameters during a SMA.
 - Dress in TX EMTF uniform or agency uniform according to individual agency policy during a SMA activation

LICENSES & CERTIFICATIONS *DRAFT*

The TX EMTF is not a credentialing body and it is the responsibility of the sponsor organization to ensure all deployed personnel have and maintain current licenses and certifications for the positions they are deploying for. TX EMTF reserves the right to request and evaluate training and certifications to determine a deployed member meets specific qualifications per approved Typing.

PRE-DEPLOYMENT ACTIVITIES

It is incumbent upon each TX EMTF to ensure that TX EMTF MMU team members are adequately prepared to perform at their highest level under the dynamic and often adverse circumstances faced in disaster medical operations. Each TX EMTF and its Coordinator are responsible for facilitating this readiness, ensuring the highest level of preparedness for the TX EMTF MMU component's all-hazard response.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

These documents have been developed through the deployment experience of disaster responders from across the state and may be used as a starting point for each TX EMTF to ensure their team members have the tools necessary for an efficient and successful completion of their missions.

TX EMTF READINESS LEVELS

TX EMTF utilizes action-based readiness levels to communicate changes in situational awareness that create potential of activation for TX EMTF Coordination Centers and its members. The TX EMTF SCO communicates changes in readiness levels based on current situational awareness for weather and any other identifiable threat to public safety. The following readiness levels are communicated by EMTF Coordinators to MMU team members:

- AWARENESS
 - There is potential that an incident has or will occur triggering a TX EMTF response.
 - MMU team members are encouraged increase situational awareness.
- STANDBY
 - There is potential that an incident has or will occur triggering a TX EMTF response.
 - MMU team members are encouraged to increase situational awareness.
 - Pre-rostering of leadership positions and assets will occur.
- ALERT
 - An incident has occurred, and activation of TX EMTF personnel and assets are imminent.
- ACTIVATION
 - An incident has occurred and a SMA has been issued by DSHS to the TX EMTF SCO

STATE MISSION ASSIGNMENT TASKING

A TX EMTF MMU activation can be requested by a local jurisdiction per guidelines for requesting assistance as stated in the TX Government Code Chapter 418 and completing a State of TX Asset Request (STAR) online in the TX Division of Emergency Management WebEOC platform. The STAR will be submitted to the TX State Operations Center (SOC) who will task the request to DSHS. DSHS will then confer the request with the TX EMTF SCO and then assign a State Mission Assignment (SMA) to the TX EMTF SCO once all information regarding the request have been gathered and an approval has been granted. The TX EMTF SCO will assign the SMA to the closest, most appropriate TX EMTF(s).

LOCAL TASKING

Each EMTF has their own processes and procedures in place for local TX EMTF MMU usage. Jurisdictions have made request for various mass gatherings and/or local training/exercises. This SOG is specific to an activation under a DSHS issued SMA and not to supersede any request for local usage.

DEPLOYMENT TIME GOALS

It is the goal of the TX EMTF to be an agile, rapid response force dedicated to the health and safety of the citizens of Texas and others. In the following sections, timely, efficient, modular, and prepackaged activations and deployments are the goal of the TX EMTF.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

PERSONNEL ROSTERING

Each EMTF Coordinator is responsible for maintaining rosters of qualified and deployable TX EMTF MMU team members. Rostering and staffing plans may be impacted by the resources available to each EMTF. Each EMTF should have appropriate relationships with the facilities & agencies to contribute resources to the formation of the TX EMTF MMU team roster.

Each EMTF Coordination Center has processes and procedures for notifying members of readiness level changes. As readiness levels change members are notified and take the appropriate actions based on situational awareness. In the event of a readiness level change to Alert or Activation EMTF Coordination Centers will be requested to poll for availability for TX EMTF MMU Clinical and Logistics staff as well as any TX EMTF Incident Management Team. Each EMTF will be responsible for reporting all availability to the TX EMTF SCO to begin activation assignments. The goal in polling across all eight (8) EMTF's is to identify the highest quality personnel to fill specific roles. Personnel from multiple EMTFs may be activated to fill a TX EMTF MMU activation.

All activated personnel will be documented in the TX EMTF WebEOC platform in Personnel Roster. Any assets such as vehicles and trailers activating will be documented in the TX EMTF WebEOC platform in Response Resources. For planning purposes, once TX EMTF MMU Clinical and Logistics staff and any IMT positions are assigned each activated member will have six (6) hours to report to a pre-determined muster point.

TX EMTF members are expected to deploy for a minimum of seven (7) days to establish consistency and continuity with operations. TX EMTF Member Crew swaps are encouraged to begin scheduling at seven (7) days from initial deployment. After fourteen (14) days activated members will be required to complete demobilization with a twenty-four (24) hour period before an additional activation. TX EMTF members are required to complete demobilization by day twenty-one (21) of the initial activation with a forty-eight (48) hour period before an additional activation. Any member activated greater than twenty-one (21) days will require member agency and deployed EMTF Coordinator approval.

MUSTERING

TX EMTF MMU teams may utilize predetermined or adhoc mustering points which will be determined upon activation. These sites are *not* considered base camps, rather a common meeting area for final deployment tasks to be completed such as equipment checks, trailer checks, assignment of specialized communications equipment and verification of qualifications. Each EMTF shall select sites that are lit and allow overnight parking which is secured for cases where team members have arrived in their personal vehicles at the mustering point.

While at the mustering point the assigned TX EMTF Task Force Leader (TFL) and EMTF Coordinator will conduct a safety briefing focusing on travel and current weather conditions of the assigned Area of Operation (AO).



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

TRAVEL

Travel by the TX EMTF MMU will be accomplished in convoy style. The make-up of the TX EMTF MMU's convoy will be at the discretion of the TX EMTF TFL or designated Convoy Leader. The route to the deployment area will be at the discretion of the TX EMTF TFL based on current situational awareness. The travel plan and communications plan during travel will be communicated to all personnel and assets within the convoy during the safety briefing. All vehicles in the convoy will have multiple forms of communications available with pre-identified channels.

Teams should anticipate efficient travel. Stops for non-mission essential reasons are discouraged and should be at the discretion of the designated Convoy Leader. Assets should travel at the best, safe speed of the slowest unit in the convoy. Road and weather safety should be considered by all.

COMMAND OPERATIONS

It is beyond the scope of this document to address all operational concerns of resources deployed as part of EMTF. However, the following general guidelines can be assumed to apply in most deployments.

TX EMTF MMU Teams will follow an appropriate incident command system structure. Intervening levels of command may be inserted as incident scope affects the span of control.

As a part of any deployment, TX EMTF MMU team members should be prepared to perform a variety of missions, both in and out of the scope of normal daily operations. Concerns related to assigned missions should be forwarded to their assigned Supervisor. At all times, it is the intention of the TX EMTF to "Be Helpful, Be Nice" in all interactions with the public as well as fellow healthcare provider and affected region stakeholders.

DOCUMENTATION

Command Operations should be documented on appropriate ICS forms or TX EMTF specific documentation. A ICS 214 Activity Log shall be completed by each person for each twenty-four (24) hour operational period deployed. The TX EMTF MMU Group Supervisor shall also complete a Conditions, Actions & Needs (CAN) report daily and submit it to the TX EMTF SCO by 0800 the next operational period.

The completed ICS 214 will be returned to the member entity to be included in any reimbursement documentation and may be requested from an EMTF Supervisor during active operations.

Documentation should be accurate and legible with the following documented on an ICS 214:

- Start of Operational Period
- Beginning workday
- Operational checks of equipment and vehicles
- Any deviance from standard operations identified in the checks.
- Identification of lost, stolen and/or damaged equipment and/or vehicles
- Anything that incurs a reimbursable expense



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- Any assigned missions to include disposition, number of patient contacts, number of patients treated, and number of patients transported.
- Any travel
- Ending workday with "available for immediate recall" while activated on a SMA.
- Briefings, meetings, phone calls, text messages related to operations.
- Unusual incidents during operations.
- Interactions with jurisdictional and/or State of TX officials.
- End of Operational Period

SCOPE OF CARE

The following descriptions of the TX EMTF MMU's capability are guidelines only. Patient care is under the direction of a TX EMTF MMU Physician based on current capabilities of equipment and staffing while operating in a potential austere/remote environment. Standing orders have been approved based on current nursing practice and subject to change and the TX EMTF MMU Physicians discretion based on patient's needs. Generally, the TX EMTF MMU will not have laboratory or radiology capability.

- nursing care for stabilized internal medicine, trauma, orthopedic, and obstetric patients.
- medical workups and examinations.
- nursing care for special needs patients.
- ability to provide care for a variety of acuity levels while providing treatment, transfer or discharge;
 - Administration of intravenous medications and drips.
 - Minimal short-term cardiac monitoring; and
 - Minimal short-term ventilator support.
- administration of vaccines or other countermeasures; and
- preparation for transport for patients who require transfer to hospitals.
- The TX EMTF MMU does not provide surgical services.

TX EMTF MMU Standing Orders can be found in Appendix D.

ISOLATION CAPABILITY

The TX EMTF MMU may provide support to isolation operations with the capability to evaluate and hold persons suspected of being either exposed to or affected by an agent requiring isolation. The MMU, with an appropriately configured isolation cache, equipped with staff, and provided with service support facilities enables:

- Holding and segregation of persons suspected or confirmed to have illness.
- Taking of biological samples for submission to local, State or Federal laboratories.
- Short-term isolation of patients pending transfer to a hospital isolation ward.



**Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit**

SAFETY CONSIDERATIONS

All TX EMTF MMU staff activities involve variables and unknowns which may have a substantial impact on the health and welfare of staff members. These potential risks require frequent identification, assessment, analysis, and planning to minimize their impact. Risks should be assessed based on the likelihood of occurrence and potential severity.

MMU SUPERVISION

Operating under NIMS principles, each MMU will be integrated into the Incident Command System (ICS) structure implemented by the State and its deploying EMTF.

Unlike other components of the EMTF (Ambulance Strike Teams, Ambus, and RN Strike Teams) the TX EMTF MMU faces unique challenges related to its deployment and operation. Specifically, given the large and complex scope of most foreseeable mission profiles it is apparent that the TX EMTF MMU may require the greatest level of organizational support during the incident. Owing to span of control and other operational factors, elements of the EMTF's overarching support structure may need to be housed within the TX EMTF MMU command structure or those TX EMTF MMU specific positions may need to be filled uniquely for the TX EMTF MMU. Internally, each TX EMTF MMU will follow an ICS structure for a public health or medical emergency and provide necessary operations as stated in the incident action plans (IAPs) for the specific incident.

To ensure organized operations through an incident command structure, the TX EMTF MMU and associated staff will have a clearly defined reporting structure. This structure may be provided within the organization of the MMU, by an overarching support team, or by infrastructure from a jurisdiction having authority.

Consistent with the ICS, each staff position should receive a job action sheet (JAS), which is a simple checklist that describes the role, responsibility, and reporting structure of each position within the ICS structure. These forms should be prepared in advance of the incident for rapid distribution to participating staff on their arrival to the TX EMTF MMU.

TX EMTF MMU Job Action Sheets can be found in Appendix E

SUPPLIES AND EQUIPMENT

The TX EMTF MMU has a comprehensive capability of providing ALL supplies (i.e. supplies, equipment, separate trailer, transport trailer, separate structure, etc.) from pre-positioned materials identified by the deploying EMTF as the TX EMTF MMU's initial cache. Additional or mission specific supplies will be determined by the SMA. A medical resupply system to continue operations for prolonged periods of time will be established if operational periods may exceed 72 hours.

Operationally, all medical supplies should be stored in a secure, climate-controlled area in close proximity to the patient treatment area. Consideration for this guideline should be made when selecting the physical make-up of the TX EMTF MMU.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

The TX EMTF MMU is designed to rapidly surge healthcare capacity into an affected region. Owing to that mission, All TX EMTF MMU Caches are universal across the State to promote ease of training and rapid resupply from another EMTF. Each EMTF Coordinator is responsible for the storage and inventory of the MMU supply cache to maintain a constant state of readiness. Once deployed, a resupply plan of cache items will be established with local hospital systems by the TX EMTF SCO.

All pharmaceuticals are stored, supplied, transported and managed by a regional hospital partner. Once a SMA is received an EMTF Coordinator Center will activate their pharmacy cache with pharmacist to manage all pharmaceuticals.

INTERNAL COMMUNICATIONS

TX EMTF will utilize an instant messaging platform, designated by the TX EMTF SCO, to provide real time situational awareness and a tool for verifying accountability. All TX EMTF MMU personnel will be added to the preferred platform along with other TX EMTF stakeholders such as the TX EMTF SCO and TX EMTF Coordinators.

Mechanisms for internal communication between MMU functional areas and associated staff may be determined by each EMTF, and may include at a minimum cellular, radio and satellite phone capability. The primary mode of radio communications will be on VHF radio band using the TX Interoperability Plan.

EXTERNAL COMMUNICATIONS

When normal communications are not disrupted and the TX EMTF MMU facility is equipped with phone service, the primary means of communication will be via existing phone lines. The TX EMTF MMU may also be equipped with portable radios, which augment external communications with ambulance transports and support services and serve as the primary option for backup external communications when normal communications are disrupted. Ideally, the TX EMTF MMU may have the capability to participate with the standardized electronic information system employed at the State, local, or regional level that supports clinical management, patient tracking, and command and control.

OPERATIONAL SUPPORT

The TX EMTF MMU may require the following external support services which will be contracted through DSHS, TDEM and/or the TX EMTF SCO:

- Waste disposal (routine and bio-hazard)
- Food / potable water for patients and staff
- Security
- Water
- Transportation
- Fuel
- Latrines and showers
- Mortuary



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

SECURITY

Physical security of the MMU staff, equipment and the facility is essential. Physical security points include the following:

- Entry and exit points to the area (e.g., the city block), if practicable.
- Access points to the building.
- High-risk or high-value areas within the building, such as the temporary morgue and pharmacy.

PATIENT MANAGEMENT

Based on the predetermined role of the TX EMTF MMU, patients may arrive either by private transportation or by ambulance. A receiving area for initial evaluation and registration should be in place and easily accessible for arriving patients.

A medical record system must be planned for and put in place on activation of the TX EMTF MMU. Every patient encounter will be documented using the medical record system planned for the TX EMTF MMU (T-System).

Preprinted order sheets and care plans may facilitate the management of patients, consistent with the planned role of the TX EMTF MMU. A system for tracking patient location within the TX EMTF MMU or disposition after completion of treatment at the MMU must be put in place. These systems will be formalized across the EMTF regions utilizing T-System & WebEOC.

Medical Records will be stored in accordance with TX EMTF approved policies.

STAFF MANAGEMENT AND SUPPORT

Private space for staff should be available to include incident briefing and medical report areas as well as eating, sleeping, toilet, showering, and rest facilities apart from the general patient population.

DEMOBILIZATION

A strategy for demobilization of the TX EMTF MMU should be developed at the time of mobilization. Criteria for making the determination that the assets are no longer necessary shall be at the discretion of the requesting jurisdiction.

Demobilization will be based upon tasking to the deployed EMTF's. Demobilization may occur at the deployment staging area or regional mustering point according to the deployed EMTF Coordinator. Demobilization should not occur directly from field assignments. Exceptions will be the discretion of the EMTF Supervisor. The EMTF Supervisor will ensure that personnel of the unit will have a comprehensive demobilization briefing and ensure that all incident specific paperwork and forms have been completed appropriately. Travel from the deployment region during demobilization will be convoy style, along prescribed routes.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

The Demobilization process shall always include a completed After-Action Survey by the deployed member and an ICS 225 Incident Personnel Performance Rating completed by the deployed members assigned Supervisor. TX EMTF Assets and/or personnel demobilization will be documented in the TX EMTF WebEOC Response Resources and Personnel Roster by their deploying TX EMTF Coordinator. The following process has been adopted to ensure an efficient and safe demobilization of EMTF assets and personnel:

- Assets and/or personnel are released from duty by the requesting jurisdiction.
 - Can also be a pre-scheduled "Last Workday."
- All personal items will be packed, and any equipment rehab will be performed.
 - Any borrowed or issued equipment from the operational site will be returned.
 - Document any lost, stolen and/or damaged equipment and/or vehicles on a ICS 214 prior to beginning demobilization.
- Assets and/or personnel will be in a rehab status and begin travel during daylight hours the next day.
 - EMTF personnel and assets will not be released for demobilization and travel during darkness unless authorized by their deploying TX EMTF Coordinator.
- Assets and/or personnel will begin demobilization the next day after a completed rest cycle.
- Once Assets and/or personnel begin demobilization travel it will be posted on the existing messaging platform thread that demobilization has begun, destination and estimated time of arrival.
- Assets and/or personnel will update the messaging platform thread during travel to include any delays in demobilization.
- Assets and/or personnel will be responsible for scheduling a time and location to return any issued equipment to their deploying TX EMTF Coordinator.
- All personnel will complete demobilization once they arrive at their home of residence or other pre-determined destination, with acknowledgement by their deploying TX EMTF Coordinator, and documenting on the TX EMTF assigned messaging platform thread.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

APPENDIX A MEDICAL SUPPLY INVENTORY



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Wound Care Cart	Nitrile Exam Gloves, Small	1	Top Drawer
Wound Care Cart	Nitrile Exam Gloves, Large	1	Top Drawer
Wound Care Cart	Nitrile Exam Gloves, Medium	1	Top Drawer
Wound Care Cart	Nitrile Exam Gloves, Xlarge	1	Top Drawer
Wound Care Cart	Bacitracin, Antibiotic, Individual	50	Drawer 1
Wound Care Cart	Cotton Tip Applicators, 6"	20	Drawer 1
Wound Care Cart	Eye Shield, Aluminum	1	Drawer 1
Wound Care Cart	Band-aids	1	Drawer 1
Wound Care Cart	Pen Light	2	Drawer 1
Wound Care Cart	Scissors, Trauma	2	Drawer 1
Wound Care Cart	Scissors, Bandage	2	Drawer 1
Wound Care Cart	Morgan Lens	2	Drawer 1
Wound Care Cart	Tape, Surgical, Transparent, 2" X 10 yd	2	Drawer 1
Wound Care Cart	Tape, Surgical, Silk 2" X 10 yds	2	Drawer 1
Wound Care Cart	Tegaderm 2.375" X 2.75"	10	Drawer 1
Wound Care Cart	Trauma Tourniquet (CAT style)	2	Drawer 1
Wound Care Cart	Glasses, Safety	2	Drawer 1
Wound Care Cart	Tegaderm 4" x 4.5"	10	Drawer 1
Wound Care Cart	Cautery Pens	4	Drawer 2
Wound Care Cart	Packing, Wound, Plain, .5" X 5 yd	1	Drawer 2
Wound Care Cart	Packing, Wound, 0.5" Iodoform	1	Drawer 2
Wound Care Cart	Pad, Non Stick, 8" X 3"	10	Drawer 2
Wound Care Cart	Pad 5" x 9", Sterile	4	Drawer 2
Wound Care Cart	Hemostatic Gauze, Z-Fold, 3" X 4 yd	4	Drawer 2
Wound Care Cart	Gauze, 2" X 2", Sterile	10	Drawer 2
Wound Care Cart	Gauze, 2" X 2", Non-Sterile	20	Drawer 2
Wound Care Cart	Gauze, 4" X 4", Sterile	10	Drawer 2
Wound Care Cart	Gauze, 4" X 4", Non-Sterile	20	Drawer 2
Wound Care Cart	Gauze, Kling, 2"	6	Drawer 2
Wound Care Cart	Gauze, Vaseline, Strips, 3" X 9"	5	Drawer 2
Wound Care Cart	Gauze, Kling, 4"	6	Drawer 2
Wound Care Cart	ChlorPrep FREPP Clear, 1.5mL Applicator	10	Drawer 2
Wound Care Cart	Dermabond Advanced™ Topical Skin Adhesive Applicator, 0.7mL	5	Drawer 3
Wound Care Cart	Hebiclens, 8 oz Bottle	4	Drawer 3
Wound Care Cart	Hemostat, Curved, 5"	2	Drawer 3
Wound Care Cart	Kit, Staple Removal	2	Drawer 3



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Wound Care Cart	Kit, Suture Removal	2	Drawer 3
Wound Care Cart	Scalpels #10	5	Drawer 3
Wound Care Cart	Scalpels #11	5	Drawer 3
Wound Care Cart	Steri Strips, .25" X 3"	4	Drawer 3
Wound Care Cart	Skin Stapler, Large	2	Drawer 3
Wound Care Cart	Tweezers	2	Drawer 3
Wound Care Cart	Vascular Loops, 12" X 18 G	2	Drawer 3
Wound Care Cart	Suture, Vicryl 3-0	1	Drawer 3
Wound Care Cart	Suture, Vicryl 4-0	1	Drawer 3
Wound Care Cart	Suture, Vicryl 5-0	1	Drawer 3
Wound Care Cart	Skin Stapler, Small	2	Drawer 3
Wound Care Cart	Suture, Prolene 3-0	1	Drawer 3
Wound Care Cart	Suture, Prolene 4-0	1	Drawer 3
Wound Care Cart	Suture, Prolene 5-0	1	Drawer 3
Wound Care Cart	Suture, Silk 0 on curved needle	1	Drawer 3
Wound Care Cart	Sling, Arm, Small	1	Drawer 4
Wound Care Cart	Sling, Arm, Large	5	Drawer 4
Wound Care Cart	Sling, Arm, Medium	1	Drawer 4
Wound Care Cart	Tape, Coban, 3" X 5 yd	2	Drawer 4
Wound Care Cart	Surgical Scrub Brush, Chloroxylonol	5	Drawer 4
Wound Care Cart	Syringe, 60 ml, Cath Tip	2	Drawer 4
Wound Care Cart	Safety Pins	1	Drawer 4
Wound Care Cart	Mask, Face, Surgical	10	Drawer 4
Wound Care Cart	Nasal Tampons, Rhino Rocket	4	Drawer 4
Wound Care Cart	Mask, Face Mask w/ Eye Shield	10	Drawer 4
Wound Care Cart	Bandage, Ace, 6"	10	Drawer 4
Wound Care Cart	Bandage, Ace, 3"	10	Drawer 4
Wound Care Cart	Basin, Wash	5	Drawer 4
Wound Care Cart	Bandage, Triangle	6	Drawer 4
Wound Care Cart	Cold Packs	12	Drawer 5
Wound Care Cart	Pad, Chux, 23" X 24"	10	Drawer 5
Wound Care Cart	Splinting, SAM Splint	2	Drawer 5
Wound Care Cart	Laceration Tray	1	Drawer 5
Wound Care Cart	Kit, Splint, Aluminum, Finger	1	Resupply
Wound Care Cart	Ortho-Glass, 2" X 15'	1	Resupply
Wound Care Cart	Ortho-Glass, 4" X 15'	1	Resupply
Wound Care Cart	Ortho-Glass, 6" X 15'	1	Resupply
Wound Care Cart	Kit, Cast Saw	1	Resupply



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Wound Care Cage 4	Kit, Splint, Prosplint Combination	3	Cage 4 Shelf A
Wound Care Cage 4	Laceration Tray	1	Cage 4 Shelf A
Wound Care Cage 4	Razors, Prep	100	Cage 4 Shelf A
Wound Care Cage 4	Surgical Scrub Brush, Chloroxylonol	2	Cage 4 Shelf A
Wound Care Cage 4	Gauze, 4" X 4", Non-Sterile	1,600	Cage 4 Shelf B-1
Wound Care Cage 4	Gauze, Kling, 2"	25	Cage 4 Shelf B-1
Wound Care Cage 4	Gauze, Kling, 4"	25	Cage 4 Shelf B-1
Wound Care Cage 4	Bandage, Triangle	25	Cage 4 Shelf B-1
Wound Care Cage 4	Tape, Coban, 3" X 5 yd	50	Cage 4 Shelf B-1
Wound Care Cage 4	Tape, Surgical, Transparent, 1" X 10 yd	12	Cage 4 Shelf B-2
Wound Care Cage 4	Packing, Wound, Plain, .5" X 5 yd	1	Cage 4 Shelf B-2
Wound Care Cage 4	Tweezers	10	Cage 4 Shelf B-2
Wound Care Cage 4	Eye Pad, Oval	50	Cage 4 Shelf B-2
Wound Care Cage 4	Eye Shield, Aluminum	20	Cage 4 Shelf B-2
Wound Care Cage 4	Gauze, 4" X 4", Sterile	25	Cage 4 Shelf B-2
Wound Care Cage 4	Gauze, 2" X 2", Non-Sterile	200	Cage 4 Shelf B-2
Wound Care Cage 4	Gauze, 2" X 2", Sterile	100	Cage 4 Shelf B-2
Wound Care Cage 4	Hemostat, Curved, 5"	5	Cage 4 Shelf B-2
Wound Care Cage 4	Hemostatic Gauze, Z-Fold, 3" X 4 yd	2	Cage 4 Shelf B-2
Wound Care Cage 4	Tape, Surgical, Transparent, 2" X 10 yd	4	Cage 4 Shelf B-2
Wound Care Cage 4	Pen Light	5	Cage 4 Shelf B-2
Wound Care Cage 4	Packing, Wound, 0.5" Iodoform	1	Cage 4 Shelf B-2
Wound Care Cage 4	Scalpels #10	20	Cage 4 Shelf B-2
Wound Care Cage 4	Scalpels #11	20	Cage 4 Shelf B-2
Wound Care Cage 4	Morgan Lens	4	Cage 4 Shelf B-2



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Wound Care Cage 4	Steri Strips, .25" X 3"	10	Cage 4 Shelf B-3
Wound Care Cage 4	Kit, Staple Removal	20	Cage 4 Shelf B-3
Wound Care Cage 4	Dermabond Advanced™ Topical Skin Adhesive Applicator, 0.7mL	18	Cage 4 Shelf B-3
Wound Care Cage 4	Skin Stapler, Large	10	Cage 4 Shelf B-3
Wound Care Cage 4	Skin Stapler, Small	10	Cage 4 Shelf B-3
Wound Care Cage 4	Suture, Vicryl 4-0	2	Cage 4 Shelf B-3
Wound Care Cage 4	Suture, Vicryl 5-0	2	Cage 4 Shelf B-3
Wound Care Cage 4	ChloroPrep FREPP Clear, 1.5mL Applicator	48	Cage 4 Shelf C-1
Wound Care Cage 4	Cold Packs	40	Cage 4 Shelf C-1
Wound Care Cage 4	Band-aids, Pediatric	1	Cage 4 Shelf C-1
Wound Care Cage 4	Band-aids	2	Cage 4 Shelf C-1
Wound Care Cage 4	Cotton Tip Applicators, 6"	100	Cage 4 Shelf C-2
Wound Care Cage 4	Gauze, 4" X 4", Sterile	350	Cage 4 Shelf C-2
Wound Care Cage 4	Pad 5" x 9", Sterile	50	Cage 4 Shelf C-2
Wound Care Cage 4	Pad, Non Stick, 8" X 3"	200	Cage 4 Shelf C-2
Wound Care Cage 4	Bandage, Ace, 3"	50	Cage 4 Shelf C-3
Wound Care Cage 4	Bandage, Ace, 6"	50	Cage 4 Shelf C-3
Wound Care Cage 4	Splinting, SAM Splint	20	Cage 4 Shelf D-1
Wound Care Cage 4	Trauma Tourniquet (CAT style)	20	Cage 4 Shelf D-1
Wound Care Cage 4	Sling, Arm, Large	5	Cage 4 Shelf D-1
Wound Care Cage 4	Sling, Arm, Medium	5	Cage 4 Shelf D-1
Wound Care Cage 4	Sling, Arm, Small	5	Cage 4 Shelf D-1
Wound Care Cage 4	Splinting, Traction, Kendrick	1	Cage 4 Shelf D-1



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Wound Care Cage 4	Kit, Splint, Aluminum, Finger	1	Cage 4 Shelf D-1
Wound Care Cage 4	Gypsona Splint System, 4"	1	Cage 4 Shelf D-2
Wound Care Cage 4	Gypsona Splint System, 6"	1	Cage 4 Shelf D-2
Wound Care Cage 4	Gypsona Splint System, 2"	2	Cage 4 Shelf D-3
Wound Care Cage 4	Kit, Cast Saw	1	Cage 4 Shelf D-3
Wound Care Cage 4	Diab-A-Sheet, 1/8"	1	Cage 4 Shelf D-3
Wound Care Cage 4	Stockinette, 2"	2	Cage 4 Shelf D-3
Triage Cart	Nitrile Exam Gloves, Xlarge	1	Top Drawer
Triage Cart	Nitrile Exam Gloves, Large	1	Top Drawer
Triage Cart	Nitrile Exam Gloves, Medium	1	Top Drawer
Triage Cart	Nitrile Exam Gloves, Small	1	Top Drawer
Triage Cart	Band-aids	1	Drawer 1
Triage Cart	CPR Mask	2	Drawer 1
Triage Cart	Cotton Tip Applicators, 6"	50	Drawer 1
Triage Cart	Bacitracin, Antibiotic, Individual	50	Drawer 1
Triage Cart	Kit, Oral Airway (OPA), 8 ea (40-110)	1	Drawer 1
Triage Cart	Kit, Glucometer	1	Drawer 1
Triage Cart	Jelly, Lubricating, Individual Foil Packet, 2.7g	10	Drawer 1
Triage Cart	Otoscope/Ophthalmoscope	1	Drawer 1
Triage Cart	Ring Cutter	1	Drawer 1
Triage Cart	Pen Light	2	Drawer 1
Triage Cart	Pulse Oximeter, Fingertip	1	Drawer 1
Triage Cart	Scissors, Bandage	1	Drawer 1
Triage Cart	Scissors, Trauma	1	Drawer 1
Triage Cart	Stethoscope	1	Drawer 1
Triage Cart	Thermometer, Oral and Rectal	1	Drawer 1
Triage Cart	Tongue Depressors	10	Drawer 1
Triage Cart	Otoscope Covers	20	Drawer 1
Triage Cart	Tweezers	2	Drawer 1
Triage Cart	Bandage, Ace, 3"	5	Drawer 2
Triage Cart	Bandage, Ace, 6"	5	Drawer 2
Triage Cart	Bandage, Triangle	5	Drawer 2
Triage Cart	C-Collar, Adult, Adjustable	2	Drawer 2
Triage Cart	C-Collar, Pediatric, Adjustable	2	Drawer 2



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Triage Cart	Bag, Emesis	50	Drawer 3
Triage Cart	Triage Tags	2	Drawer 4
Triage Cart	Pad 5" x 9", Sterile	5	Drawer 5
Triage Cart	Hebiclens, 8 oz Bottle	5	Drawer 5
Triage Cart	Gauze, 4" X 4", Sterile	20	Drawer 5
Triage Cart	Gauze, 2" X 2", Sterile	20	Drawer 5
Triage Cart	Gauze, 4" X 4", Non-Sterile	10	Drawer 5
Triage Cart	Gauze, 2" X 2", Non-Sterile	20	Drawer 5
Triage Cart	Burn Sheets, Sterile, 60" X 90"	2	Drawer 5
Triage Cart	Cold Packs	5	Drawer 6
Triage Cart	Gauze, Kling, 4"	10	Drawer 6
Triage Cart	Gauze, Kling, 2"	10	Drawer 6
Triage Cart	Splinting, SAM Splint	4	Drawer 6
Triage Cart	Bulb Suction, Nasal	2	Drawer 7
Triage Cart	PediaTape, Pediatric Emergency Measuring Tape	1	Drawer 7
Triage Cart	V-Vac Canister	1	Drawer 7
Triage Cart	V-Vac Handle	1	Drawer 7
Triage Cart	Measuring Tape, 36"	1	Drawer 7
Triage Cart	Tape, Coban, 3" X 5 yd	5	Drawer 8
Triage Cart	Tape, Surgical, Silk 2" X 10 yds	5	Drawer 8
Triage Cart	Tape, Surgical, Transparent, 2" X 10 yd	5	Drawer 8
Triage Cart	Gait Belt	2	Drawer 8
Triage Cart	Mask, Face Mask w/ Eye Shield	10	Drawer 9
Triage Cart	Mask, Face, Surgical	20	Drawer 9
Triage Cart	Mask, N95	1	Drawer 9
Triage Cart	Glasses, Safety	2	Drawer 9
Triage Cart	Scale	1	Drawer 10
Triage Cart	Mega Mover	1	Drawer 10
Triage Cart	Kit, Blood Pressure Cuff, Child-Thigh	1	Drawer 10
Triage Cart	Bag, Personal Belongings	50	Drawer 10
PPE/Resp Cart	Bag, Emesis	25	Drawer 1
PPE/Resp Cart	Nitrile Exam Gloves, Medium	1	Drawer 1
PPE/Resp Cart	Nitrile Exam Gloves, Small	1	Drawer 1
PPE/Resp Cart	Gown, Isolation	10	Drawer 2
PPE/Resp Cart	Bulb Suction, Nasal	5	Drawer 3
PPE/Resp Cart	Mask, N95	2	Drawer 3
PPE/Resp Cart	Mask, Face Mask w/ Eye Shield	20	Drawer 3
PPE/Resp Cart	Suction Cannister 800cc with Lid	15	Drawer 4



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
PPE/Resp Cart	Suction Catheter, Ducanto	5	Drawer 4
PPE/Resp Cart	Suction Tubing Connector (5n1)	5	Drawer 4
PPE/Resp Cart	Suction Tubing, 6'	5	Drawer 4
PPE/Resp Cart	Mask, Oxygen, Adult, Non-Rebreather	10	Drawer 5
PPE/Resp Cart	Mask, Traceostomy, Adult	2	Drawer 5
PPE/Resp Cart	Mask, Oxygen, Infant, Non-Rebreather	5	Drawer 5
PPE/Resp Cart	Mask, Oxygen, Pediatric, Non-Rebreather	10	Drawer 5
PPE/Resp Cart	Nasal Cannula, Adult	10	Drawer 5
PPE/Resp Cart	Nasal Cannula, Pediatric	10	Drawer 5
PPE/Resp Cart	Kit, Nebulizer, 7' Tubing & T Mouthpiece	10	Drawer 5
PPE/Resp Cart	Bag, Emesis	25	Drawer 6
PPE/Resp Cart	Nitrile Exam Gloves, Large	1	Drawer 6
PPE/Resp Cart	Nitrile Exam Gloves, Xlarge	1	Drawer 6
PPE/Resp Cart	Biohazard Bags, Roll of 50	100	Drawer 7
PPE/Resp Cart	Kit, Spill, Bio-Hazard	6	Drawer 7
PPE/Resp Cart	Glasses, Safety	10	Drawer 7
PPE/Resp Cart	Tubing, Oxygen, 7'	15	Drawer 8
PPE/Resp Cart	Kit, Sterile ET Suction Catheter, 14Fr	2	Drawer 8
PPE/Resp Cart	Kit, Sterile ET Suction Catheter, 10Fr	2	Drawer 8
PPE/Resp Cart	Kit, Sterile ET Suction Catheter, 8Fr	2	Drawer 8
PPE/Resp Cart	Gloves, Sterile, 6.5	5	Drawer 8
PPE/Resp Cart	Gloves, Sterile, 7.5	5	Drawer 8
PPE/Resp Cart	Gloves, Sterile, 8.5	5	Drawer 8
PPE/Resp Cart	Basin, Wash	12	Drawer 9
PPE/Resp Cart	Gown, Patient, Paper, Adult Bariatric	5	Drawer 9
PPE/Resp Cage 3	Basin, Wash	32	Cage 3 Shelf A-1
PPE/Resp Cage 3	Nitrile Exam Gloves, Small	8	Cage 3 Shelf A-2
PPE/Resp Cage 3	Nitrile Exam Gloves, Medium	8	Cage 3 Shelf A-2
PPE/Resp Cage 3	Nitrile Exam Gloves, Large	8	Cage 3 Shelf A-2
PPE/Resp Cage 3	Nitrile Exam Gloves, XXLarge	8	Cage 3 Shelf A-2
PPE/Resp Cage 3	Nitrile Exam Gloves, Xlarge	8	Cage 3 Shelf A-2
PPE/Resp Cage 3	Suction Catheter, 10FR	38	Cage 3 Shelf B-1
PPE/Resp Cage 3	Suction Catheter, 14FR	54	Cage 3 Shelf B-1



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
PPE/Resp Cage 3	Suction Catheter, 8FR	12	Cage 3 Shelf B-1
PPE/Resp Cage 3	Suction Catheter, Ducanto	20	Cage 3 Shelf B-2
PPE/Resp Cage 3	Suction Catheter, Yankauer	20	Cage 3 Shelf B-2
PPE/Resp Cage 3	Suction Tubing, 6'	20	Cage 3 Shelf B-2
PPE/Resp Cage 3	Tube, Nasogastric, Dual Lumen, 14 Fr	10	Cage 3 Shelf B-2
PPE/Resp Cage 3	Tube, Nasogastric, Dual Lumen, 16 Fr	10	Cage 3 Shelf B-2
PPE/Resp Cage 3	Tube, Nasogastric, Dual Lumen, 8 Fr	12	Cage 3 Shelf B-2
PPE/Resp Cage 3	Suction Cannister 800cc with Lid	26	Cage 3 Shelf B-3
PPE/Resp Cage 3	Mask, Traceostomy, Adult	3	Cage 3 Shelf C-1
PPE/Resp Cage 3	Bulb Suction, Nasal	20	Cage 3 Shelf C-1
PPE/Resp Cage 3	Mask, Face, Surgical	200	Cage 3 Shelf C-2
PPE/Resp Cage 3	Mask, N95	8	Cage 3 Shelf C-2
PPE/Resp Cage 3	Mask, Oxygen, Adult, Non-Rebreather	40	Cage 3 Shelf D-1
PPE/Resp Cage 3	Mask, Oxygen, Infant, Non-Rebreather	16	Cage 3 Shelf D-1
PPE/Resp Cage 3	Mask, Oxygen, Pediatric, Non-Rebreather	18	Cage 3 Shelf D-1
PPE/Resp Cage 3	Nasal Cannula, Adult	40	Cage 3 Shelf D-2
PPE/Resp Cage 3	Kit, Nebulizer, 7' Tubing & T Mouthpiece	20	Cage 3 Shelf D-2
PPE/Resp Cage 3	Tubing, Oxygen, 7'	30	Cage 3 Shelf D-2
PPE/Resp Cage 3	Gown, Isolation	20	Cage 3 Shelf D-3
Just-in-Time/Resupply Cage 8	Colostomy Bag Paste, 2.1 OZ Tube	2	Shelf C-1
Just-in-Time/Resupply Cage 8	Colostomy Bags	15	Shelf C-1
Just-in-Time/Resupply Cage 8	Syringe, 60 ml, Cath Tip	50	Shelf C-1



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Just-in-Time/Resupply Cage 8	Catheter, Foley, 12fr, Coude Tip	10	Shelf C-2
Just-in-Time/Resupply Cage 8	Catheter, Foley, 14fr, Coude Tip	5	Shelf C-2
Just-in-Time/Resupply Cage 8	Catheter, Foley, 16fr, Coude Tip	5	Shelf C-2
Just-in-Time/Resupply Cage 8	Kit, Foley Catheter Insertion	5	Shelf C-2
Just-in-Time/Resupply Cage 8	Silver Nitrate Applicator	2	Shelf D-1
Just-in-Time/Resupply Cage 8	Blanket, Mylar Emergency Blanket	50	Shelf D-1
Just-in-Time/Resupply Cage 8	Bunting, Foil, Baby	20	Shelf D-3
Just-in-Time/Resupply Cage 8	Kit, Obstetric	5	Shelf D-3
Just-in-Time/Resupply Cage 8	Speculum, Disposable, Large	2	Shelf D-3
Just-in-Time/Resupply Cage 8	Speculum, Disposable, Medium	2	Shelf D-3
Just-in-Time/Resupply Cage 8	Speculum, Disposable, Small	2	Shelf D-3
IV/Med Cart	Nitrile Exam Gloves, Xlarge	1	Top Drawer
IV/Med Cart	Nitrile Exam Gloves, Medium	1	Top Drawer
IV/Med Cart	Nitrile Exam Gloves, Large	1	Top Drawer
IV/Med Cart	Nitrile Exam Gloves, Small	1	Top Drawer
IV/Med Cart	Alcohol Pad	1	Drawer 1
IV/Med Cart	Scissors, Bandage	2	Drawer 1
IV/Med Cart	Scissors, Trauma	2	Drawer 1
IV/Med Cart	Tape, Surgical, Transparent, 2" X 10 yd	2	Drawer 1
IV/Med Cart	Tourniquet, IV	10	Drawer 1
IV/Med Cart	Tegaderm 2.375" X 2.75"	10	Drawer 1
IV/Med Cart	Gauze, 2" X 2", Non-Sterile	20	Drawer 1



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
IV/Med Cart	Gauze, 2" X 2", Sterile	20	Drawer 1
IV/Med Cart	Tape, Coban, 3" X 5 yd	5	Drawer 1
IV/Med Cart	Tape, Surgical, Transparent, 1" X 10 yd	8	Drawer 1
IV/Med Cart	Tegaderm 4" x 4.5"	10	Drawer 1
IV/Med Cart	IV Set, Saline Lock, Needle-Free	10	Drawer 2
IV/Med Cart	IV, Safety Catheter 14G 1.25", Jelco ProtectIV	10	Drawer 2
IV/Med Cart	IV, 3-way stopcock	10	Drawer 2
IV/Med Cart	IV, Safety Catheter 18G 1.25", Jelco ProtectIV	10	Drawer 2
IV/Med Cart	IV, Safety Catheter 16G 1.25", Jelco ProtectIV	10	Drawer 2
IV/Med Cart	IV, Safety Catheter 24G .75", Jelco ProtectIV	10	Drawer 2
IV/Med Cart	IV, Safety Catheter 20G 1", Jelco ProtectIV	10	Drawer 2
IV/Med Cart	IV, Safety Catheter 20G 1.25", Jelco ProtectIV	10	Drawer 2
IV/Med Cart	IV, Safety Catheter 22G 1", Jelco ProtectIV	10	Drawer 2
IV/Med Cart	Syringe, 3 ml, Luer Tip	10	Drawer 3
IV/Med Cart	Syringe, 10 ml, Luer Tip	10	Drawer 3
IV/Med Cart	Syringe, 20 ml, Luer Tip	10	Drawer 3
IV/Med Cart	Syringe, 1 ml with TB Needle	10	Drawer 3
IV/Med Cart	Needle, 22G 1.5", Safety	10	Drawer 3
IV/Med Cart	Needle, 25G 1.5", Safety	10	Drawer 3
IV/Med Cart	Needle, 18G 1.5", Safety	10	Drawer 3
IV/Med Cart	Syringe, 1 ml with 27G .5" Needle, Insulin	10	Drawer 3
IV/Med Cart	Syringe, 6 ml, Oral	10	Drawer 3
IV/Med Cart	Needle, 27G 1.25", Safety	10	Drawer 3
IV/Med Cart	Needle, Blunt Fill, Filter 18G 1.5"	10	Drawer 3
IV/Med Cart	IV Set, Secondary IV Administration Set	5	Drawer 4
IV/Med Cart	Pad, Chux, 23" X 24"	40	Drawer 4
IV/Med Cart	IV Set, Buretrol	1	Drawer 4
IV/Med Cart	IV Set, Dial-A-Flow, Inline, Extention Set	5	Drawer 4
IV/Med Cart	IV Pressure Infusion Sleeve, 1000 ml	2	Drawer 4
IV/Med Cart	IV Set, ADMIN, 10 Drop	10	Drawer 4
IV/Med Cart	Armboard, 2" X 8"	5	Drawer 4
IV/Med Admin Cage 5	Syringe, 60 ml, Luer Tip	50	Cage 5 Shelf A
IV/Med Admin Cage 5	IV Set, Buretrol	15	Cage 5 Shelf A
IV/Med Admin Cage 5	IV Set, Dial-A-Flow, Inline, Extention Set	50	Cage 5 Shelf A
IV/Med Admin Cage 5	IV Set, Saline Lock, Needle-Free	100	Cage 5 Shelf A



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
IV/Med Admin Cage 5	Syringe, 1 ml with 27G .5" Needle, Insulin	100	Cage 5 Shelf A
IV/Med Admin Cage 5	Syringe, 3 ml, Oral	100	Cage 5 Shelf A
IV/Med Admin Cage 5	Tape, Surgical, Transparent, 1" X 10 yd	24	Cage 5 Shelf B-1
IV/Med Admin Cage 5	Tegaderm 4" x 4.5"	200	Cage 5 Shelf B-1
IV/Med Admin Cage 5	IV Dressing, Veniguard	400	Cage 5 Shelf B-1
IV/Med Admin Cage 5	Tape, Surgical, Cloth, 1" X 10 yd	12	Cage 5 Shelf B-1
IV/Med Admin Cage 5	Tape, Surgical, Cloth, 2" X 10 yd	6	Cage 5 Shelf B-1
IV/Med Admin Cage 5	Tegaderm 2.375" X 2.75"	100	Cage 5 Shelf B-1
IV/Med Admin Cage 5	Alcohol Pad	10	Cage 5 Shelf B-1
IV/Med Admin Cage 5	Syringe, 3 ml with 22G Needle	200	Cage 5 Shelf B-2
IV/Med Admin Cage 5	Syringe, 1 ml with TB Needle	100	Cage 5 Shelf B-2
IV/Med Admin Cage 5	Needle, 18G 1.5", Safety	200	Cage 5 Shelf B-2
IV/Med Admin Cage 5	Needle, 21G, .5", Safety	100	Cage 5 Shelf B-2
IV/Med Admin Cage 5	Needle, 22G 1.5", Safety	200	Cage 5 Shelf B-2
IV/Med Admin Cage 5	Needle, 25G 1.5", Safety	200	Cage 5 Shelf B-2
IV/Med Admin Cage 5	Needle, Blunt Fill, Filter 18G 1.5"	200	Cage 5 Shelf B-2
IV/Med Admin Cage 5	Syringe, 10 ml, Luer Tip	100	Cage 5 Shelf B-3
IV/Med Admin Cage 5	Syringe, 20 ml, Luer Tip	100	Cage 5 Shelf B-3
IV/Med Admin Cage 5	Syringe, 3 ml with 22G Needle	100	Cage 5 Shelf B-3
IV/Med Admin Cage 5	Syringe, 3 ml, Luer Tip	100	Cage 5 Shelf B-3
IV/Med Admin Cage 5	IV, Safety Catheter 14G 1.25", Jelco ProtectIV	100	Cage 5 Shelf C-1
IV/Med Admin Cage 5	IV, Safety Catheter 16G 1.25", Jelco ProtectIV	80	Cage 5 Shelf C-1
IV/Med Admin Cage 5	IV, Safety Catheter 18G 1.25", Jelco ProtectIV	200	Cage 5 Shelf C-1



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
IV/Med Admin Cage 5	IV, Safety Catheter 20G 1.25", Jelco ProtectIV	100	Cage 5 Shelf C-1
IV/Med Admin Cage 5	IV, Safety Catheter 20G 1", Jelco ProtectIV	100	Cage 5 Shelf C-1
IV/Med Admin Cage 5	IV, Safety Catheter 22G 1", Jelco ProtectIV	100	Cage 5 Shelf C-1
IV/Med Admin Cage 5	IV, Safety Catheter 24G .75", Jelco ProtectIV	100	Cage 5 Shelf C-1
IV/Med Admin Cage 5	IV, 3-way stopcock	10	Cage 5 Shelf C-2
IV/Med Admin Cage 5	Tourniquet, IV	100	Cage 5 Shelf C-3
IV/Med Admin Cage 5	IV Set, Secondary IV Administration Set	100	Cage 5 Shelf C-3
IV/Med Admin Cage 5	Pad, Chux, 23" X 24"	100	Cage 5 Shelf D-1
IV/Med Admin Cage 5	Pad, Chux, 23" X 24"	100	Cage 5 Shelf D-2
IV/Med Admin Cage 5	IV Fluid Warmer	1	Cage 5 Shelf D-2
IV/Med Admin Cage 5	IV Set, ADMIN, 10 Drop	100	Cage 5 Shelf D-3
Hygiene/Pedi Cage 9	Scale, Pediatric/Todler	1	Shelf A
Hygiene/Pedi Cage 9	Bedpan, Bariatric	5	Shelf A
Hygiene/Pedi Cage 9	Mega Mover	5	Shelf A
Hygiene/Pedi Cage 9	Urinal, Male	30	Shelf B
Hygiene/Pedi Cage 9	Bedpan	16	Shelf B-1
Hygiene/Pedi Cage 9	Diapers, Adult, Large, Pack of 20	20	Shelf C-1
Hygiene/Pedi Cage 9	Diapers, Adult, Medium, Pack of 20	20	Shelf C-1
Hygiene/Pedi Cage 9	Diapers, Adult, Small, Pack of 20	20	Shelf C-1
Hygiene/Pedi Cage 9	Diapers, Adult, X-Large, Pack of 20	20	Shelf C-1
Hygiene/Pedi Cage 9	Pad, Feminine Hygiene	20	Shelf C-1
Hygiene/Pedi Cage 9	Diapers, Pediatric, Size 1, Pack of 20	20	Shelf C-2
Hygiene/Pedi Cage 9	Diapers, Pediatric, Size 2, Pack of 34	34	Shelf C-2



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Hygiene/Pedi Cage 9	Diapers, Pediatric, Size 3, Box of 26	26	Shelf C-2
Hygiene/Pedi Cage 9	Diapers, Pediatric, Size 4, Pack of 28	28	Shelf C-2
Hygiene/Pedi Cage 9	Diapers, Pediatric, Size 5, Pack of 24	24	Shelf C-2
Hygiene/Pedi Cage 9	Diapers, Pediatric, Size 6, Pack of 21	21	Shelf C-2
Hygiene/Pedi Cage 9	Bottle Warmer	1	Shelf C-3
Hygiene/Pedi Cage 9	Pacifier, Baby	6	Shelf C-3
Hygiene/Pedi Cage 9	Bottle, Baby	12	Shelf C-3
Hygiene/Pedi Cage 9	Baby Powder, 4 OZ Bottle, Cornstarch	6	Shelf C-3
Hygiene/Pedi Cage 9	Case, Contact Lens	10	Shelf D-1
Hygiene/Pedi Cage 9	Cream, Denture	15	Shelf D-1
Hygiene/Pedi Cage 9	Cup, Denture	15	Shelf D-1
Hygiene/Pedi Cage 9	Cup, Medicine	100	Shelf D-1
Hygiene/Pedi Cage 9	Cup, Urine Collection	25	Shelf D-1
Hygiene/Pedi Cage 9	Pill Cutter	4	Shelf D-1
Hygiene/Pedi Cage 9	Kit, Hygiene	20	Shelf D-1
Hygiene/Pedi Cage 9	Cleaner, Denture	4	Shelf D-1
Hygiene/Pedi Cage 9	Restraints, Soft, Pair	2	Shelf D-1
Hygiene/Pedi Cage 9	Slippers, Patient, Adult (no skid socks!)	8	Shelf D-2
Hygiene/Pedi Cage 9	Slippers, Patient, Bariatric (no skid socks!)	2	Shelf D-2
Hygiene/Pedi Cage 9	Socks, Infant	2	Shelf D-2
Hygiene/Pedi Cage 9	Socks, Pediatric	2	Shelf D-2
Hygiene/Pedi Cage 9	Socks, Toddler	2	Shelf D-2
Hygiene/Pedi Cage 9	Wipes, Baby	2	Shelf D-3



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Hygiene/Pedi Cage 9	Wipes, Patient Hygiene; Washing, 10 Wipes per PKG	10	Shelf D-3
Crash Cart Cage 2	Electrodes, Pack of 50	500	Cage 2 Shelf A-1
Crash Cart Cage 2	Detector, ET CO2 Sampling Tubing: Nasal Cannula	25	Cage 2 Shelf A-2
Crash Cart Cage 2	Scale	1	Cage 2 Shelf A-3
Crash Cart Cage 2	BVM, Child w/PEEP Valve	3	Cage 2 Shelf B-3
Crash Cart Cage 2	BVM, Infant w/manometer	3	Cage 2 Shelf B-3
Crash Cart Cage 2	Chest Seal, Vented	10	Cage 2 Shelf C-1
Crash Cart Cage 2	IV Pressure Infusion Sleeve, 1000 ml	10	Cage 2 Shelf C-1
Crash Cart Cage 2	Kit, Nasal Airway (NPA), 9ea (20-36)	2	Cage 2 Shelf C-1
Crash Cart Cage 2	Kit, Oral Airway (OPA), 8 ea (40-110)	6	Cage 2 Shelf C-1
Crash Cart Cage 2	Kit, Laryngoscope Blade	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Kit, Surgical Airway* (NA Rescue)	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Holder, ET Tube Adult	8	Cage 2 Shelf C-3
Crash Cart Cage 2	Holder, ET Tube Pediatric	3	Cage 2 Shelf C-3
Crash Cart Cage 2	Detector, ET Colorimetric, Pediatric	6	Cage 2 Shelf C-3
Crash Cart Cage 2	Detector, ET Colorimetric, Adult	6	Cage 2 Shelf C-3
Crash Cart Cage 2	Bougie Introducer, Adult	16	Cage 2 Shelf C-3
Crash Cart Cage 2	Bougie Introducer, Pediatric	7	Cage 2 Shelf C-3
Crash Cart Cage 2	I-Gel, Size 2.5	2	Cage 2 Shelf C-3
Crash Cart Cage 2	I-Gel, Size 3	3	Cage 2 Shelf C-3
Crash Cart Cage 2	I-Gel, Size 4	1	Cage 2 Shelf C-3
Crash Cart Cage 2	I-Gel, Size 5	6	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 2.5, Cuffed	2	Cage 2 Shelf C-3



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Crash Cart Cage 2	Tube, Endotracheal, 3.0, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 3.5, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 4.0, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 4.5, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 5.0, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 5.5, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 6.0, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 6.5, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 7.0, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Endotracheal, 7.5, Cuffed, Without Stylet	2	Cage 2 Shelf C-3
Crash Cart Cage 2	Tube, Chest, Straight PVC Taper-Tip Catheter, 20 Fr	2	Cage 2 Shelf D-2
Crash Cart Cage 2	Tube, Chest, Straight PVC Taper-Tip Catheter, 28 Fr	2	Cage 2 Shelf D-2
Crash Cart Cage 2	Tube, Chest, Straight PVC Taper-Tip Catheter, 32 Fr	2	Cage 2 Shelf D-2
Crash Cart Cage 2	Kit, Chest Tube Insertion, 36 FR	1	Cage 2 Shelf D-2
Crash Cart Cage 2	Pleuravac	2	Cage 2 Shelf D-3
Crash Cart 2	Nitrile Exam Gloves, Small	1	Top Drawer
Crash Cart 2	Nitrile Exam Gloves, Medium	1	Top Drawer
Crash Cart 2	Nitrile Exam Gloves, Large	1	Top Drawer
Crash Cart 2	Nitrile Exam Gloves, Xlarge	1	Top Drawer
Crash Cart 2	Scalpels #10	2	Drawer 1
Crash Cart 2	Scalpels #11	2	Drawer 1
Crash Cart 2	Kit, Surgical Airway* (NA Rescue)	2	Drawer 1
Crash Cart 2	Tube, Endotracheal, 2.5, Cuffed	1	Drawer 1
Crash Cart 2	Stylet, Slick, Large	1	Drawer 1
Crash Cart 2	Stylet, Slick, Pediatric	1	Drawer 1
Crash Cart 2	Holder, ET Tube Adult	2	Drawer 1
Crash Cart 2	Holder, ET Tube Pediatric	2	Drawer 1
Crash Cart 2	Kit, Laryngoscope Blade	1	Drawer 1



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Crash Cart 2	Kit, Nasal Airway (NPA), 9ea (20-36)	1	Drawer 1
Crash Cart 2	Kit, Oral Airway (OPA), 8 ea (40-110)	1	Drawer 1
Crash Cart 2	Jelly, Lubricating, Individual Foil Packet, 2.7g	10	Drawer 1
Crash Cart 2	Bougie Introducer, Adult	2	Drawer 1
Crash Cart 2	Bougie Introducer, Pediatric	1	Drawer 1
Crash Cart 2	Decompression Needle, 14 Ga, 3.25"	1	Drawer 1
Crash Cart 2	CPR Mask	1	Drawer 1
Crash Cart 2	Detector, ET Colorimetric, Pediatric	2	Drawer 1
Crash Cart 2	Detector, ET Colorimetric, Adult	2	Drawer 1
Crash Cart 2	Detector, ET CO2 Sampling Tubing: Nasal Cannula	2	Drawer 1
Crash Cart 2	Detector, ET CO2 Sampling Tubing: ET	2	Drawer 1
Crash Cart 2	Forcep, Magill, Adult	1	Drawer 1
Crash Cart 2	Forcep, Magill, Child	1	Drawer 1
Crash Cart 2	I-Gel, Size 1	1	Drawer 1
Crash Cart 2	I-Gel, Size 1.5	1	Drawer 1
Crash Cart 2	I-Gel, Size 2	1	Drawer 1
Crash Cart 2	I-Gel, Size 2.5	1	Drawer 1
Crash Cart 2	I-Gel, Size 3	1	Drawer 1
Crash Cart 2	I-Gel, Size 4	1	Drawer 1
Crash Cart 2	I-Gel, Size 5	1	Drawer 1
Crash Cart 2	Tube, Endotracheal, 8.0, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 2	Tube, Endotracheal, 6.0, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 2	Tube, Endotracheal, 6.5, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 2	Tube, Endotracheal, 7.0, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 2	Tube, Endotracheal, 7.5, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 2	Tube, Endotracheal, 3.0, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 2	Tube, Endotracheal, 3.5, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 2	Tube, Endotracheal, 4.0, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 2	Tube, Endotracheal, 4.5, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 2	Tube, Endotracheal, 5.0, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 2	Tube, Endotracheal, 5.5, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 2	IV Set, Secondary IV Administration Set	5	Drawer 2
Crash Cart 2	Tegaderm 4" x 4.5"	2	Drawer 2
Crash Cart 2	Alcohol Pad	1	Drawer 2
Crash Cart 2	Armboard, 2" X 8"	1	Drawer 2
Crash Cart 2	IV, Safety Catheter 20G 1.25", Jelco ProtectIV	5	Drawer 2
Crash Cart 2	IV, Safety Catheter 20G 1", Jelco ProtectIV	5	Drawer 2
Crash Cart 2	IV, Safety Catheter 22G 1", Jelco ProtectIV	5	Drawer 2



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Crash Cart 2	IV, Safety Catheter 24G .75", Jelco ProtectIV	5	Drawer 2
Crash Cart 2	IV, Safety Catheter 16G 1.25", Jelco ProtectIV	5	Drawer 2
Crash Cart 2	IV, Safety Catheter 18G 1.25", Jelco ProtectIV	5	Drawer 2
Crash Cart 2	IV Set, ADMIN, 10 Drop	2	Drawer 2
Crash Cart 2	IV Set, Dial-A-Flow, Inline, Extention Set	2	Drawer 2
Crash Cart 2	IV, 3-way stopcock	2	Drawer 2
Crash Cart 2	IV, Safety Catheter 14G 1.25", Jelco ProtectIV	5	Drawer 2
Crash Cart 2	IV Dressing, Veniguard	5	Drawer 2
Crash Cart 2	IV Set, Extension, 8"	5	Drawer 2
Crash Cart 2	IV Set, Saline Lock, Needle-Free	5	Drawer 2
Crash Cart 2	IV Set, Buretrol	2	Drawer 2
Crash Cart 2	Tegaderm 2.375" X 2.75"	5	Drawer 2
Crash Cart 2	Trauma Tourniquet (SWAT-T Style)	2	Drawer 3
Crash Cart 2	Tape, Surgical, Transparent, 2" X 10 yd	5	Drawer 3
Crash Cart 2	Tape, Surgical, Silk 2" X 10 yds	2	Drawer 3
Crash Cart 2	Scissors, Trauma	2	Drawer 3
Crash Cart 2	Hemostatic Gauze, Z-Fold, 3" X 4 yd	2	Drawer 3
Crash Cart 2	Gauze, Vaseline, Strips, 3" X 9"	5	Drawer 3
Crash Cart 2	Gauze, 4" X 4", Sterile	10	Drawer 3
Crash Cart 2	Chest Seal, Vented	4	Drawer 3
Crash Cart 2	Tape, Coban, 3" X 5 yd	2	Drawer 3
Crash Cart 2	Skin Stapler, Small	1	Drawer 3
Crash Cart 2	Skin Stapler, Large	1	Drawer 3
Crash Cart 2	Tube, Nasogastric, Dual Lumen, 16 Fr	2	Drawer 4
Crash Cart 2	Tube, Nasogastric, Dual Lumen, 8 Fr	2	Drawer 4
Crash Cart 2	Syring, Toomey	2	Drawer 4
Crash Cart 2	Tube, Chest, Straight PVC Taper-Tip Catheter, 28 Fr	2	Drawer 5
Crash Cart 2	Tube, Chest, Straight PVC Taper-Tip Catheter, 20 Fr	2	Drawer 5
Crash Cart 2	Tube, Chest, Straight PVC Taper-Tip Catheter, 32 Fr	2	Drawer 5
Crash Cart 2	Pleuravac	1	Drawer 5
Crash Cart 2	BVM, Infant w/manometer	1	Drawer 5
Crash Cart 2	BVM, Child w/PEEP Valve	1	Drawer 5
Crash Cart 2	BVM, Adult w/PEEP Valve	1	Drawer 5
Crash Cart 2	Gloves, Sterile, 8.5	5	Drawer 5
Crash Cart 2	Gloves, Sterile, 6.5	5	Drawer 5
Crash Cart 2	Gloves, Sterile, 7.5	5	Drawer 5



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Crash Cart 2	Kit, Chest Tube Insertion, 36 FR	2	Drawer 5
Crash Cart 2	Needle, 18G 1.5", Safety	5	Drawer 6
Crash Cart 2	Needle, 22G 1.5", Safety	5	Drawer 6
Crash Cart 2	Needle, 25G 1.5", Safety	5	Drawer 6
Crash Cart 2	Syringe, 3 ml, Luer Tip	5	Drawer 6
Crash Cart 2	Syringe, 60 ml, Cath Tip	2	Drawer 6
Crash Cart 2	Syringe, 1 ml with TB Needle	5	Drawer 6
Crash Cart 2	Syringe, 20 ml, Luer Tip	5	Drawer 6
Crash Cart 2	Syringe, 10 ml, Luer Tip	5	Drawer 6
Crash Cart 2	Needle, Blunt Fill, Filter 18G 1.5"	10	Drawer 6
Crash Cart 2	Needle, 27G 1.25", Safety	5	Drawer 6
Crash Cart 2	Syringe, 1 ml with 27G .5" Needle, Insulin	5	Drawer 6
Crash Cart 2	Kit, Arterial Catheter Line, 20 ga	2	Drawer 7
Crash Cart 2	Arterial Line Tubing Set w/Transducer	2	Drawer 7
Crash Cart 2	Kit, Sterile ET Suction Catheter, 8Fr	2	Drawer 8
Crash Cart 2	Kit, Sterile ET Suction Catheter, 10Fr	2	Drawer 8
Crash Cart 2	Kit, Sterile ET Suction Catheter, 14Fr	2	Drawer 8
Crash Cart 2	IV Pressure Infusion Sleeve, 1000 ml	2	Drawer 9
Crash Cart 2	Splinting, SAM Splint	2	Drawer 9
Crash Cart 2	ChloroPrep FREPP Clear, 1.5mL Applicator	10	Drawer 9
Crash Cart 2	Tube, Shiley 6.0 mm, Cuffed Tracheostomy Tube (with fenestrated liner)	1	Drawer 9
Crash Cart 2	Kit, Cook, Catheter, Central Line, 3 Lumen 9 Fr, 15 CM	2	Drawer 9
Crash Cart 2	Suture, Silk 0 on curved needle	2	Drawer 9
Crash Cart 1	Nitrile Exam Gloves, Large	1	Top Drawer
Crash Cart 1	Nitrile Exam Gloves, Xlarge	1	Top Drawer
Crash Cart 1	Nitrile Exam Gloves, Medium	1	Top Drawer
Crash Cart 1	Nitrile Exam Gloves, Small	1	Top Drawer
Crash Cart 1	Forcep, Magill, Adult	1	Drawer 1
Crash Cart 1	Detector, ET CO2 Sampling Tubing: ET	2	Drawer 1
Crash Cart 1	Detector, ET CO2 Sampling Tubing: Nasal Cannula	2	Drawer 1
Crash Cart 1	Detector, ET Colorimetric, Adult	2	Drawer 1
Crash Cart 1	Detector, ET Colorimetric, Pediatric	2	Drawer 1
Crash Cart 1	CPR Mask	1	Drawer 1
Crash Cart 1	Decompression Needle, 14 Ga, 3.25"	1	Drawer 1
Crash Cart 1	Bougie Introducer, Adult	2	Drawer 1
Crash Cart 1	Bougie Introducer, Pediatric	1	Drawer 1
Crash Cart 1	Kit, Oral Airway (OPA), 8 ea (40-110)	1	Drawer 1



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Crash Cart 1	Kit, Nasal Airway (NPA), 9ea (20-36)	1	Drawer 1
Crash Cart 1	Kit, Laryngoscope Blade	1	Drawer 1
Crash Cart 1	Jelly, Lubricating, Individual Foil Packet, 2.7g	10	Drawer 1
Crash Cart 1	Holder, ET Tube Adult	2	Drawer 1
Crash Cart 1	Holder, ET Tube Pediatric	2	Drawer 1
Crash Cart 1	Forcep, Magill, Child	1	Drawer 1
Crash Cart 1	Scalpels #11	2	Drawer 1
Crash Cart 1	Scalpels #10	2	Drawer 1
Crash Cart 1	Kit, Surgical Airway* (NA Rescue)	2	Drawer 1
Crash Cart 1	Stylet, Slick, Large	1	Drawer 1
Crash Cart 1	Stylet, Slick, Pediatric	1	Drawer 1
Crash Cart 1	Tube, Endotracheal, 8.0, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 1	Tube, Endotracheal, 6.5, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 1	Tube, Endotracheal, 7.5, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 1	Tube, Endotracheal, 7.0, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 1	Tube, Endotracheal, 6.0, Cuffed, Without Stylet	2	Drawer 1
Crash Cart 1	Tube, Endotracheal, 5.0, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 1	Tube, Endotracheal, 2.5, Cuffed	1	Drawer 1
Crash Cart 1	Tube, Endotracheal, 3.5, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 1	Tube, Endotracheal, 4.5, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 1	Tube, Endotracheal, 5.5, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 1	Tube, Endotracheal, 4.0, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 1	Tube, Endotracheal, 3.0, Cuffed, Without Stylet	1	Drawer 1
Crash Cart 1	I-Gel, Size 1	1	Drawer 1
Crash Cart 1	I-Gel, Size 2.5	1	Drawer 1
Crash Cart 1	I-Gel, Size 1.5	1	Drawer 1
Crash Cart 1	I-Gel, Size 2	1	Drawer 1
Crash Cart 1	I-Gel, Size 4	1	Drawer 1
Crash Cart 1	I-Gel, Size 5	1	Drawer 1
Crash Cart 1	I-Gel, Size 3	1	Drawer 1
Crash Cart 1	IV Set, Secondary IV Administration Set	5	Drawer 2
Crash Cart 1	Tegaderm 4" x 4.5"	2	Drawer 2
Crash Cart 1	Tegaderm 2.375" X 2.75"	5	Drawer 2
Crash Cart 1	IV Set, ADMIN, 10 Drop	2	Drawer 2
Crash Cart 1	IV Set, Buretrol	2	Drawer 2
Crash Cart 1	IV Set, Dial-A-Flow, Inline, Extention Set	2	Drawer 2
Crash Cart 1	IV Set, Extension, 8"	5	Drawer 2
Crash Cart 1	IV, Safety Catheter 22G 1", Jelco ProtectIV	5	Drawer 2



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Crash Cart 1	IV, Safety Catheter 20G 1.25", Jelco ProtectIV	5	Drawer 2
Crash Cart 1	IV, 3-way stopcock	2	Drawer 2
Crash Cart 1	IV, Safety Catheter 16G 1.25", Jelco ProtectIV	5	Drawer 2
Crash Cart 1	IV, Safety Catheter 14G 1.25", Jelco ProtectIV	5	Drawer 2
Crash Cart 1	IV, Safety Catheter 18G 1.25", Jelco ProtectIV	5	Drawer 2
Crash Cart 1	IV, Safety Catheter 20G 1", Jelco ProtectIV	5	Drawer 2
Crash Cart 1	IV, Safety Catheter 24G .75", Jelco ProtectIV	5	Drawer 2
Crash Cart 1	Armboard, 2" X 8"	1	Drawer 2
Crash Cart 1	Chest Seal, Vented	4	Drawer 3
Crash Cart 1	Hemostatic Gauze, Z-Fold, 3" X 4 yd	2	Drawer 3
Crash Cart 1	Gauze, 4" X 4", Sterile	10	Drawer 3
Crash Cart 1	Gauze, Vaseline, Strips, 3" X 9"	5	Drawer 3
Crash Cart 1	Trauma Tourniquet (CAT style)	2	Drawer 3
Crash Cart 1	Tape, Surgical, Silk 2" X 10 yds	2	Drawer 3
Crash Cart 1	Tape, Surgical, Transparent, 2" X 10 yd	2	Drawer 3
Crash Cart 1	Scissors, Trauma	2	Drawer 3
Crash Cart 1	Tape, Coban, 3" X 5 yd	2	Drawer 3
Crash Cart 1	Skin Stapler, Small	1	Drawer 3
Crash Cart 1	Skin Stapler, Large	1	Drawer 3
Crash Cart 1	Tube, Nasogastric, Dual Lumen, 16 Fr	2	Drawer 4
Crash Cart 1	Tube, Nasogastric, Dual Lumen, 8 Fr	2	Drawer 4
Crash Cart 1	Syringe, Toomey	2	Drawer 4
Crash Cart 1	Tube, Chest, Straight PVC Taper-Tip Catheter, 20 Fr	2	Drawer 5
Crash Cart 1	Tube, Chest, Straight PVC Taper-Tip Catheter, 28 Fr	2	Drawer 5
Crash Cart 1	Tube, Chest, Straight PVC Taper-Tip Catheter, 32 Fr	2	Drawer 5
Crash Cart 1	Pleuravac	1	Drawer 5
Crash Cart 1	Gloves, Sterile, 6.5	5	Drawer 5
Crash Cart 1	Gloves, Sterile, 7.5	5	Drawer 5
Crash Cart 1	Gloves, Sterile, 8.5	5	Drawer 5
Crash Cart 1	Kit, Chest Tube Insertion, 36 FR	2	Drawer 5
Crash Cart 1	BVM, Adult w/PEEP Valve	1	Drawer 5
Crash Cart 1	BVM, Child w/PEEP Valve	1	Drawer 5
Crash Cart 1	BVM, Infant w/manometer	1	Drawer 5
Crash Cart 1	Alcohol Pad	1	Drawer 6
Crash Cart 1	Syringe, 20 ml, Luer Tip	5	Drawer 6
Crash Cart 1	Syringe, 1 ml with TB Needle	5	Drawer 6



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Crash Cart 1	Syringe, 60 ml, Luer Tip	2	Drawer 6
Crash Cart 1	Syringe, 3 ml, Luer Tip	5	Drawer 6
Crash Cart 1	Needle, 25G 1.5", Safety	5	Drawer 6
Crash Cart 1	Needle, 22G 1.5", Safety	5	Drawer 6
Crash Cart 1	Needle, 18G 1.5", Safety	5	Drawer 6
Crash Cart 1	Needle, Blunt Fill, Filter 18G 1.5"	10	Drawer 6
Crash Cart 1	Needle, 27G 1.25", Safety	5	Drawer 6
Crash Cart 1	Syringe, 1 ml with 27G .5" Needle, Insulin	5	Drawer 6
Crash Cart 1	Kit, Arterial Catheter Line, 20 ga	2	Drawer 7
Crash Cart 1	Arterial Line Tubing Set w/Transducer	2	Drawer 7
Crash Cart 1	Kit, Sterile ET Suction Catheter, 10Fr	2	Drawer 8
Crash Cart 1	Kit, Sterile ET Suction Catheter, 14Fr	2	Drawer 8
Crash Cart 1	Kit, Sterile ET Suction Catheter, 8Fr	2	Drawer 8
Crash Cart 1	IV Pressure Infusion Sleeve, 1000 ml	2	Drawer 9
Crash Cart 1	Splinting, SAM Splint	2	Drawer 9
Crash Cart 1	Tube, Shiley 6.0 mm, Cuffed Tracheostomy Tube (with fenestrated liner)	1	Drawer 9
Crash Cart 1	ChloroPrep Applicator with Sterile Solution, Clear, 3 mL	10	Drawer 9
Crash Cart 1	Kit, Cook, Catheter, Central Line, 3 Lumen 9 Fr, 15 CM	2	Drawer 9
Crash Cart 1	Suture, Silk 0 on curved needle	2	Drawer 9
Cleaning/Safety Cage 10	Trap, Rodent	2	Shelf A
Cleaning/Safety Cage 10	Markers, Roadside, illuminating	12	Shelf A
Cleaning/Safety Cage 10	Gloves, Work, Large	12	Shelf A
Cleaning/Safety Cage 10	Gloves, Work, Medium	12	Shelf A
Cleaning/Safety Cage 10	Gloves, Work, X-Large	12	Shelf A
Cleaning/Safety Cage 10	Glasses, Safety, Non-Medical	84	Shelf A
Cleaning/Safety Cage 10	Glasses, Safety, Splash	36	Shelf A
Cleaning/Safety Cage 10	Pads, Knee, Safety	12	Shelf A
Cleaning/Safety Cage 10	Cleaner, Antibacterial/Antiviral, Spray Bottle, 15 Oz	6	Shelf B-1
Cleaning/Safety Cage 10	Wipes, Sani-Cloth, Germicide: Bacterial, Viral, Fungal	10	Shelf B-2



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Cleaning/Safety Cage 10	Cleaner, Cavicide, 1 GAL Bottle	4	Shelf B-2
Cleaning/Safety Cage 10	Gloves, Housekeeping, Large	4	Shelf B-3
Cleaning/Safety Cage 10	Gloves, Housekeeping, Medium	4	Shelf B-3
Cleaning/Safety Cage 10	Lysol Spray, Odor	12	Shelf B-3
Cleaning/Safety Cage 10	Sponges, Scotch-Brite	6	Shelf B-3
Cleaning/Safety Cage 10	Rag, Cotton, 14" X 17"	30	Shelf B-3
Cleaning/Safety Cage 10	Face Shield	20	Shelf B-3
Cleaning/Safety Cage 10	Kit, Spill, Bio-Hazard	1	Shelf B-3
Cleaning/Safety Cage 10	Paper Towels, Roll	18	Shelf C-1
Cleaning/Safety Cage 10	Biohazard Bags, Roll of 50	50	Shelf C-2
Cleaning/Safety Cage 10	Trash Bag, 13 Gallon, Box of 80	1	Shelf C-2
Cleaning/Safety Cage 10	Trash Bag, 33 Gallon, Box of 50	1	Shelf C-3
Cleaning/Safety Cage 10	Toilet Paper, roll	32	Shelf C-3
Cleaning/Safety Cage 10	Paper Towels, Roll	7	Shelf D-1
Cleaning/Safety Cage 10	Tarp, 25' X 40'	1	Shelf D-2
Cleaning/Safety Cage 10	Mop Head	12	Shelf D-2
Cleaning/Safety Cage 10	Commode Liners	200	Shelf D-2
Bedding/Gown Cage 7	Kit, Linen, (Fitted Sheet, Flat Sheet, Pillow)	32	Shelf A
Bedding/Gown Cage 7	Blanket, Patient, Fleece	36	Shelf B
Bedding/Gown Cage 7	Pillow, Inflatable	30	Shelf B-3
Bedding/Gown Cage 7	Linen, Flat Sheet, 66" X 104"	30	Shelf B-3
Bedding/Gown Cage 7	Gown, Patient, Paper, Pediatric	50	Shelf C
Bedding/Gown Cage 7	Gown, Patient, Paper, Adult	50	Shelf C



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Bedding/Gown Cage 7	Bag, Personal Belongings	200	Shelf C
Bedding/Gown Cage 7	Bag, Black Body, Adult	10	Shelf D-1
Bedding/Gown Cage 7	Bag, Black Body, Bariatric	2	Shelf D-1
Bedding/Gown Cage 7	Bag, Black Body, Pediatric	10	Shelf D-1
Admin/Triage Cage 6	Folder, Manilla, Letter Size	300	Shelf A/B
Admin/Triage Cage 6	Batteries, 9V, 12 Pack	12	Shelf A/B
Admin/Triage Cage 6	Batteries, AA, 24 Pack	24	Shelf A/B
Admin/Triage Cage 6	Batteries, AAA, 24 Pack	24	Shelf A/B
Admin/Triage Cage 6	Batteries, C, 12 Pack	12	Shelf A/B
Admin/Triage Cage 6	Batteries, D Cell, 12 Pack	12	Shelf A/B
Admin/Triage Cage 6	BLS Go-Bag (Orange), with contents	1	Shelf A/B
Admin/Triage Cage 6	Power Strip	3	Shelf C-1
Admin/Triage Cage 6	PediaTape, Pediatric Emergency Measuring Tape	1	Shelf C-1
Admin/Triage Cage 6	Kit, Glucometer	2	Shelf C-1
Admin/Triage Cage 6	Pulse Oximeter, Fingertip	2	Shelf C-1
Admin/Triage Cage 6	Otoscope/Ophthalmoscope	2	Shelf C-1
Admin/Triage Cage 6	Triage Tags	1	Shelf C-1
Admin/Triage Cage 6	Otoscope Covers	25	Shelf C-1
Admin/Triage Cage 6	Measuring Tape, 36"	20	Shelf C-1
Admin/Triage Cage 6	Wrist Band, Orange Neon	1	Shelf C-1
Admin/Triage Cage 6	Wrist Band, Paper, Allergies, Red, Box of 250	1	Shelf C-1
Admin/Triage Cage 6	Wrist Band, Paper, Patient ID, Box of 500	1	Shelf C-1
Admin/Triage Cage 6	Thermometer Probe Covers, Box of 100	4	Shelf C-1



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Kit Name	Part Description	Par	Compartment Name
Admin/Triage Cage 6	Rack, Clipboard Holder	4	Shelf C-2
Admin/Triage Cage 6	Pad, Paper, Legal	10	Shelf C-2
Admin/Triage Cage 6	Clipboard, Blue	22	Shelf C-2
Admin/Triage Cage 6	Hand Sanitizer, 8 oz	24	Shelf C-2
Admin/Triage Cage 6	Kit, Clipboards: Green, Pink, Blue, Orange, Purple, Red	4	Shelf D-1
Admin/Triage Cage 6	Labels, Patient ID, Avery 5160	2	Shelf D-2
Admin/Triage Cage 6	Dry Erase Board, 9" X 12"	1	Shelf D-2
Admin/Triage Cage 6	Hole Punch, Double, Top of Paper	2	Shelf D-2
Admin/Triage Cage 6	Markers, Dry Erase, 12-Multicolored PKG	1	Shelf D-2
Admin/Triage Cage 6	Book, Nursing Drug Reference	1	Shelf D-2
Admin/Triage Cage 6	Pens, Writing, Black, 12 per Box	24	Shelf D-2
Admin/Triage Cage 6	Pens, Writing, Blue, 12 per Box	24	Shelf D-2
Admin/Triage Cage 6	Scissors, Household	2	Shelf D-2
Admin/Triage Cage 6	Staple Remover, Office Supply	1	Shelf D-2
Admin/Triage Cage 6	Stapler	2	Shelf D-2
Admin/Triage Cage 6	Staples, Box of 500	4	Shelf D-2
Admin/Triage Cage 6	Tape, Magnetic, Roll, 1" X 10'	2	Shelf D-2
Admin/Triage Cage 6	Tape, Scotch, Refill	8	Shelf D-2
Admin/Triage Cage 6	Tape, Scotch, Roll w/ Dispenser	2	Shelf D-2
Admin/Triage Cage 6	Sharpies	10	Shelf D-2
Admin/Triage Cage 6	USB Drive, 2GB	10	Shelf D-2



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

APPENDIX B CURRENT TYPING

RESOURCE: Mobile Medical Unit

CATEGORY: Public Health & Medical (ESF #8)

Minimum Capabilities:		Type I	Type II	Type III	Type IV	Type V	Type VI
Component	Metric						
Overall Function	Primary Mission	Replacement of ER that is Off-Line; Anticipated Significant Patient Surge; Large Scale Community Disaster	Single Operational Period/Day	Alternate Care Center: Special Events Medical Operations	Single Operational Period/Day	Alternate Care Center: Special Events Medical Operations	Single Operational Period/Day
	Capacity	32+ Beds	32+ Beds	16 Beds	16 Beds	4-8 Beds	4-8 Beds
Mobilization	Mobilization	< 6 Hours	< 6 Hours	< 4 Hours	< 4 Hours	< 4 Hours	< 4 Hours
	Operational Capable	6 hours upon arrival at the site	6 hours upon arrival at the site	4 hours upon arrival at the site	4 hours upon arrival at the site	1 hour upon arrival at the site	1 hour upon arrival at the site
Capacity	Number of Personnel	35-36 Personnel	19 Personnel	20 Personnel	11 Personnel	8 Personnel	5 Personnel
	Team Composition	(2) Group Supervisor (2) MD (2) APP OR (1) MD (10) RN (2-Charge) (6) Paramedic (2) Pharmacy Tech (4) Tech (2) Admin/Clerk (2) Logistic Team Leader (3) Logistical Support (1) Comms Tech/IT	(1) Group Supervisor (1) MD (1) APP OR (1) MD (5) RN (1-Charge) (3) Paramedic (1) Pharmacy Tech (2) Tech (1) Admin/Clerk (1) Logistic Team Leader (2) Logistical Support (1) Comms Tech/IT	(2) Group Supervisor (2) MD (4) RN (1-Charge) (4) Paramedic (2) Tech (2) Admin/Clerk (1) Logistic Team Leader (2) Logistics Support (1) Comms Tech/IT	(1) Group Supervisor (1) MD (2) RN (2) Paramedic (1) Tech (1) Admin/Clerk (2) Logistical Support (1) Comms Tech/IT	(1) Group Supervisor (2) MD OR APP (2) RN (2) Paramedic (1) Logistics Support (if shelter/needed)	(1) Group Supervisor (1) MD or APP (1) RN (1) Paramedic (1) Logistics Support (if shelter/needed)



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

RESOURCE: Mobile Medical Unit							
CATEGORY: Public Health & Medical (ESF #8)							
Minimum Capabilities:		Type I	Type II	Type III	Type IV	Type V	Type VI
Component	Metric						
	EMTF CMD Team	Type II	Type III	Type II	Type III	N/A	N/A
Operational Area	Parking and Support	40,000 sq ft Operations Area (200' x 200')	40,000 sq ft Operations Area (200' x 200')	22,500 sq ft Operations Area (150' x 150')	22,500 sq ft Operations Area (150' x 150')	15,625 sq ft Operations Area (125' x 125')	225 sq ft Operations Area (15' x 15')
Air Operations	Landing Zone	10,000 sq ft Operations Area (100' x 100')					
Equipment	Medical Cache / Equipment	MMU Supply Cache Pharmacy Cache DME Cache Resupply Cache	MMU Supply Cache Pharmacy Cache DME Cache Resupply Cache	MMU Supply Cache Pharmacy Cache DME Cache Resupply Cache	MMU Supply Cache Pharmacy Cache DME Cache Resupply Cache	Modified to meet mission parameters	Modified to meet mission parameters
Equipment	Structures to include power and HVAC for operations	(1) 53' MMU CMD Trailer with: (2) Awning(s) (2) 36' MMU Trailer with Power and Climate Control with: (2) 860 (2) Quad or Awning (2) 860/type for billeting if needed	(1) 53' MMU CMD Trailer with: (2) Awning(s) (2) 36' MMU Trailer with Power and Climate Control with: (2) 860 (2) Quad or Awning	(1) Type II or Type III "Mobile EOC" (2) 36' MMU Trailer with Power and Climate Control with: (1) 860s (1) Quad (1) Awning (1) 860/type for billeting if needed	(1) Type II or Type III "Mobile EOC" (2) 36' MMU Trailer with Power and Climate Control with: (2) 860s (1) Quad (1) Awning	(1) 36' MMU Trailer with Power and Climate Control with: (1) 860 (1) Quad/Awning (1) Shelter for billeting if needed	(1) Quad or 400 or equivalent with Power and Climate Control as needed.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

RESOURCE: Mobile Medical Unit							
CATEGORY: Public Health & Medical (ESF #8)							
Minimum Capabilities:		Type I	Type II	Type III	Type IV	Type V	Type VI
Component	Metric						
	Optional Configuration to Meet the Needs of the Incident to include power and HVAC	(1) 53' MMU CMD Trailer with: (2) Awning(s) (1) 53' MMU Trailer and (1) 53' MMU Support Trailer (1) Quad (2) 400's or equivalent for registration, triage, and/or billeting	(1) 53' MMU CMD Trailer with: (2) Awning(s) (1) 53' MMU Trailer and (1) 53' MMU Support Trailer (1) Quad (2) 400's or equivalent for registration and/or triage	(1) Type II or Type III "Mobile EOC" (1) 53' MMU Trailer and (1) 53' MMU Support Trailer (2) Quad (4) 400's or equivalent for additional patient capacity, registration, triage and/or billeting	(1) Type II or Type III "Mobile EOC" (1) 53' MMU Trailer and (1) 53' MMU Support Trailer (2) Quad (4) 400's or equivalent for additional patient capacity, registration and/or triage	(1) 53' MMU Trailer and (1) 53' MMU Support Trailer (1) Quad (2) 400's or equivalent for additional patient capacity, registration, triage and/or billeting	(1) 53' MMU Trailer and (1) 53' MMU Support Trailer (1) Quad (2) 400's or equivalent for additional patient capacity, registration and/or triage
	Transport Vehicles	Appropriate tow, support trailers/trucks, box truck, and personnel transport vehicles to meet above asset and personnel parameters					
	Power Generation	(2) 60kw Generator or equivalent capability (1) 6.5 kw Generator	(2) 60kw Generator or equivalent capability (1) 6.5 kw Generator	(2) 60kw Generator or equivalent capability (1) 6.5 kw Generator	(2) 60kw Generator or equivalent capability (1) 6.5 kw Generator	(1) 60kw Generator or equivalent capability (1) 6.5 kw Generator	(1) 25kw Generator or equivalent capability (1) 6.5 kw Generator
	MMU Trailers	TX EMTF MMU 36' and 53' trailers come with onboard generators – the above power generation is in addition to these.					
	Area Lighting	(2-3) Generator powered Light Towers - trailer mounted (Terex AL 8000 HT)	(2-3) Generator powered Light Towers - trailer mounted (Terex AL 8000 HT)	(1-2) Generator powered Light Towers - trailer mounted (Terex AL 8000 HT)	(1) Generator powered Light Tower - trailer mounted (Terex AL 8000 HT)	(2) Folding Tripod Light Tree	(2) Folding Tripod Light Tree
	All Terrain Mobility	(1) All Terrain Utility Vehicle	(1) All Terrain Utility Vehicle	(1) All Terrain Utility Vehicle	None	None	None



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

RESOURCE: Mobile Medical Unit							
CATEGORY: Public Health & Medical (ESF #8)							
Minimum Capabilities:		Type I	Type II	Type III	Type IV	Type V	Type VI
Component	Metric						
	Computer Equipment	(10) Laptop Computers (4) Printers (1) Scanner	(10) Laptop Computers (4) Printers (1) Scanner	(5) Laptop Computers (1) Printer (1) Scanner	(2) Laptop Computers (1) Printer	(2) Laptops Computers	(2) Laptops Computers
	Communications Equipment	(2) Star Link or equivalent (1) MSAT (24) TDEM iPhones (16) Radios, Interoperable (1) Speaker Phone System	(2) Star Link or equivalent (1) MSAT (18) TDEM iPhones (16) Radios, Interoperable (1) Speaker Phone System	(2) Star Link or equivalent (1) MSAT (15) TDEM iPhones (8) Radios, Interoperable	(2) Star Link or equivalent (1) MSAT (10) TDEM iPhones (7) Radios, Interoperable	(1) Star Link or equivalent (1) MSAT (8) TDEM iPhones (7) Radios, Interoperable	(1) Star Link or equivalent (1) MSAT (8) TDEM iPhones (7) Radios, Interoperable
	Administrative Supplies	(1) MMU Admin Kit (1) Tool Kit	(1) MMU Admin Kit (1) Tool Kit	(1) MMU Admin Kit (1) Tool Kit	(1) MMU Admin Kit (1) Tool Kit	(1) MMU Admin Kit (1) Tool Kit	(1) MMU Admin Kit (1) Tool Kit
	Power Supply	Power Strip and Extension Cord Phone and Device Chargers, Uninterrupted Power Supply, Spare batteries & DC Transformer	Power Strip and Extension Cord Phone and Device Chargers, Uninterrupted Power Supply, Spare batteries & DC Transformer	Power Strip and Extension Cord Phone and Device Chargers, Spare batteries & DC Transformer	Power Strip and Extension Cord Phone and Device Chargers, Spare batteries & DC Transformer	Power Strip and Extension Cord Phone and Device Chargers, Spare batteries & DC Transformer	Power Strip and Extension Cord Phone and Device Chargers, Spare batteries & DC Transformer
	Traffic Management	(25) 28" Traffic Cones (1) Measuring Wheel / Pace Count (3) Rolls of Caution Tape (13) Flashlights with Cones (4) Cans of Orange Road Paint	(25) 28" Traffic Cones (1) Measuring Wheel / Pace Count (3) Rolls of Caution Tape (13) Flashlights with Cones (4) Cans of Orange Road Paint	(16) 28" Traffic Cones (1) Measuring Wheel / Pace Count (2) Rolls of Caution Tape (4) Flashlights with Cones	(12) 28" Traffic Cones (1) Rolls of Caution Tape (2) Flashlights with Cones	(1) Rolls of Caution Tape (2) Flashlights with Cones	(1) Rolls of Caution Tape (2) Flashlights with Cones



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

RESOURCE: Mobile Medical Unit							
CATEGORY: Public Health & Medical (ESF #8)							
Minimum Capabilities:		Type I	Type II	Type III	Type IV	Type V	Type VI
Component	Metric						
	Safety Management	(20) Vests (35) Hearing Protection (35) Work Gloves (35) Eye Protection	(19) Vests (19) Hearing Protection (19) Work Gloves (19) Eye Protection	(10) Vests (10) Hearing Protection (10) Work Gloves (10) Eye Protection	(5) Vests (5) Hearing Protection (5) Work Gloves (5) Eye Protection	(5) Vests (5) Hearing Protection (5) Work Gloves (5) Eye Protection	(5) Vests (5) Hearing Protection (5) Work Gloves (5) Eye Protection
Services	Trash Service	(1) 8 cu yd Dumpsters Emptied Daily Bio-Hazards Waste (Red Bag) Daily Removal	Access to a dumpster/site to locate trash	(1) 4 cu yd Dumpster Emptied every other day Bio-Hazards Waste (Red Bag) Daily Removal	Access to a dumpster/site to locate trash	Access to a dumpster/site to locate trash	Access to a dumpster/site to locate trash
	Restrooms	Access to 4-5 toilets and 4 sinks/handwashing stations Serviced Daily	Access to 2-3 toilets and 2 sinks/handwashing stations Serviced Daily	Access to 2-3 toilets and 2 sinks/handwashing stations Serviced Daily	Access to 2-3 toilets and 1 sink/handwashing stations Serviced Daily	Access to 2-3 toilets and 1 sink/handwashing stations Serviced Daily	Access to 2-3 toilets and 1 sink/handwashing stations Serviced Daily
Services	Hygiene Facilities	Access to (5) Showers Access to (5) Hygiene Sinks Serviced Twice Daily	N/A	Access to (5) Showers Access to (5) Hygiene Sinks Serviced Twice Daily	N/A	Access to (2) Showers Access to (2) Hygiene Sinks Serviced Once Daily	N/A
	Contracts	Vacuum truck/trailer grey/black waste Fuel (DEF, diesel, and gas) Medical Gas	N/A	Vacuum truck/trailer grey/black waste Fuel (DEF, diesel, and gas) Medical Gas	N/A	Vacuum truck/trailer grey/black waste Fuel (DEF, diesel, and gas) Medical Gas	N/A
	MRE Only	MRE: 10 cases / day;	MRE: 6 cases / day;	MRE: 3 cases / day;	MRE: 3 cases / day;	MRE: 3 cases / day;	MRE: 3 cases / day;



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

RESOURCE: Mobile Medical Unit							
CATEGORY: Public Health & Medical (ESF #8)							
Minimum Capabilities:		Type I	Type II	Type III	Type IV	Type V	Type VI
Component	Metric						
	MRE & Catering	Catering: (2 & 1) 70 meals daily; and 4 cases of MREs / day;	Catering: (2 & 1) 38 meals daily; and 2 cases of MREs / day;	Catering: (2 & 1) 16 meals daily; and 1 case of MREs / day;	Catering: (2 & 1) 10 meals daily; and 1 cases of MREs / day;	Catering: (2 & 1) 16 meals daily; and 1 cases of MREs / day;	Catering: (2 & 1) 10 meals daily; and 1 cases of MREs / day;
	Catering Only	Catering (3 hot meals) 105 / day	Catering (3 hot meals) 57 / day	Catering (3 hot meals) 24 / day	Catering (3 hot meals) 15 / day	Catering (3 hot meals) 24 / day;	Catering (3 hot meals) 15 / day
	Potable Water (daily)	35 gallons (1 gal/person/day)	19 gallons (1 gal/person/day)	20 gallons (1 gal/person/day)	11 gallons (1 gal/person/day)	8 gallons (1 gal/person/day)	5 gallons (1 gal/person/day)
	Drinking Water (Daily)	18 cases (1 case per 2 ind)	10 cases (1 case per 2 ind)	10 cases (1 case per 2 ind)	6 cases (1 case per 2 ind)	4 cases (1 case per 2 ind)	3 cases (1 case per 2 ind)
	Ice (Daily)	35 small bag (8 lbs) / day; or 18 large bags (15-20 lbs) / day	19 small bags (8 lbs) / day; or 10 large bags (15-20 lbs) / day	16 small bags (8 lbs) / day; or 8 large bags (15-20 lbs) / day	10 Small Bag (8 lbs) / Day; or 5 Large Bags (15-20 lbs) / Day	10 Small Bag (8 lbs) / Day; or 5 Large Bags (15-20 lbs) / Day	5 Small Bag (8 lbs) / Day; or 2 Large Bags (15-20 lbs) / Day
	Fresh Water	400 - 500 Gallons	300-400 Gallons	200 -300 Gallons	100 - 200 Gallons/per Day	None	None
	Non-Potable Water (Bladders)	1500 - 1600 Gallons	1500 - 1600 Gallons	800 - 900 Gallons	400 - 500 Gallons	None	None
	Sleeping Area	860 sq ft	860 sq ft	860 sq ft	175 sq ft	175 sq ft	175 sq ft
Safety	PPE (Personal Protective Equipment)	Appropriate PPE as determined by the safety officer and/or the needs of the specific deployment To include ANSI compliant reflective vest, eye protection, ear protection, gloves, and other appropriate safety equipment. PPE consistent with OSHA 1910.134 & 1910.1030 requirements					
	Immunizations	Recommended all personnel should have current influenza/coronavirus, tetanus/diphtheria, and Hepatitis A & B series immunizations					



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

RESOURCE: Mobile Medical Unit							
CATEGORY: Public Health & Medical (ESF #8)							
Minimum Capabilities:		Type I	Type II	Type III	Type IV	Type V	Type VI
Component	Metric						
Travel		Appropriate lodging, food, and hygiene arrangements for deployed team are the responsibility of the home agency with support coordinated by the EMTF Coordinators and or SCO if applicable					

APPENDIX C POSITION DESCRIPTIONS



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Task Force Leader (TFL)

Reports to:

The TX EMTF TFL will report to the TX EMTF State Coordination Office (SCO).

Supervises:

All deployed TX EMTF members.

Position Specific Requirements:

The TX EMTF TFL is responsible for managing and supervising all aspects of a mission, both operational and managerial, from the time of activation through the return to the home jurisdiction during an activation of TX EMTF by the TX Department of State Health Services (DSHS). Responsibilities include personnel and equipment as well as overseeing and directly supervising the Task Force Command & Control Team. The TX EMTF TFL is responsible for the development and completion of all TX EMTF objectives as well as the proper reporting, record keeping, and after-action requirements.

Qualifications and Skills:

- + Be actively employed by an agency with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 300, 400, 700, 800.
- + O-305 All-Hazards Incident Management Team preferred but not required.
- + Valid TX Driver's license
- + A comprehensive knowledge of the EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- + A background in pre-hospital and/or hospital emergency medicine.
- + A comprehensive knowledge of the Task Force functions, tactics, strategy, and safety considerations.
- + Successfully completed Medical Incident Support Training.
- + An understanding of other disaster response organizations.
- + Knowledge of the practical application of available technology used to support missions and objectives including WebEOC & Comms equipment.
- + An awareness of the hazards associated with various disaster environments.
- + A knowledge of supervisory and personnel management techniques.
- + A knowledge of diplomatic planning and problem solving.
- + Individual with unique qualifications recognized and approved by the region's RAC Executive Director.
- + Declared fit for duty by sponsoring entity.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Assigned Duties:

- + Developing and implementing the Task Force Medical Operations Plan
- + Ensuring the development of all Task Force organizational and logistical needs
- + Addressing the coordination, management, and supervision of all Task Force activities
- + Interacting with the Medical Operations Sections Chief &/or IST Leader for
- + Coordination of all Task Force activities and support requirements.
- + Receiving briefings and ensuring that all Task Force personnel are
 - o kept informed of mission objectives and status changes.
 - o Providing regular situation reports to the Medical Operations Sections Chief &/or IST.
 - o Preparing and maintaining records and reports, as required.
 - o Performing additional tasks and duties, as assigned during a mission.
 - o Adhering to all safety procedures.
- + Ensuring the completion of all the required reports and maintenance of records.
- + Ensuring incident stress management activities are conducted.
- + Ensuring resource requests are properly processed.
- + Preparing performance evaluations for assigned personnel (ICS-225).
- + Providing accountability, maintenance, and minor repairs for all issued equipment.
- + Make daily division assignments for medical unit staff and provide supervision for personnel and other medical resources.
- + Ensure medical unit staff adhere to proper timekeeping, work-rest ratio, and other applicable guidance.
- + Interacting with the receiving facility for coordination of all Task Force activities and support requirements.
- + Provide leadership on incident medical resource decision making.
- + Receiving briefings and ensuring that all Task Force personnel are kept informed of mission objectives and status changes.
- + Plan for and evaluate information and risk on any emergency and coordinate resources to efficiently provide care for, extricate, and transport patient(s) to definitive care in remote, austere settings with limited communication.
- + Providing regular situation reports to the Task Force Leader and/or State Coordination Office.
- + Preparing and maintaining records and reports, as required.
- + Manage Risk
- + Account for and monitor health, safety, and welfare of assigned personnel.
- + Anticipate staffing needs and ensure an appropriate level of medical support providers are available and staged as needed throughout the incident.
- + Establish and maintain positive internal and external interpersonal working relationships.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- ✦ Complete, authorize, ensure timeliness of, and route as required:
 - General Message (ICS 213).
 - Activity Log (ICS 214).
 - Medical Plan (ICS 206 WF)
 - Patient Care Reports (PCRs)
 - Incident Personnel Performance Rating.
 - TX EMTF CAN Report
- ✦ Updates to TX EMTF WebEOC Personnel Roster and Response Resources
- ✦ Maintain all required incident documentation generated through operation of the incident medical unit.
- ✦ Ensuring incident stress management activities are conducted.
- ✦ Ensuring resource requests are properly processed.
- ✦ Coordinate TX EMTF team logistics such as travel, food and lodging.
- ✦ Works with local officials during operational periods
- ✦ Performing additional tasks and duties, as assigned during a mission.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Planning (Plans) Manager

Reports to:

The TX EMTF Plans Manager will report to a TX EMTF Task Force Leader (TFL) or the TX EMTF State Coordination Office (SCO).

Supervises:

TX EMTF Medical Incident Support Team (MIST) members of an EMTF Planning Section.

Position Specific Requirements:

The TX EMTF Plans Manager manages all aspects of incident planning, situation and resource status, and demobilization of an incident during an activation of the TX EMTF by the TX Department of State Health Services (DSHS). The Planning Manager supervises members of the Planning Section. The TX EMTF Manager is part of the TX EMTF Command Team and reports to the TX EMTF TFL under typical incident organizations.

Qualifications and Skills:

- + Be actively employed by an agency with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 300, 400, 700, 800
- + Valid TX Driver's license
- + O-305 All-Hazards Incident Management Team preferred but not required.
- + E/L-962 All-Hazards Plans Section Chief preferred but not required.
- + FEMA IS-201 preferred but not required.
- + Knowledge and familiarization with the Incident Action Plan and development of plan
- + A comprehensive knowledge of the TX EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- + A background in pre-hospital and/or hospital emergency medicine.
- + A comprehensive knowledge of the TX EMTF functions, tactics, strategy, and safety considerations.
- + Successfully completed TX EMTF MIST Training.
- + An understanding of other disaster response organizations.
- + Knowledge of the practical application of available technology used to support missions and objectives including WebEOC & Comms equipment.
- + An awareness of the hazards associated with various disaster environments.
- + A knowledge of supervisory and personnel management techniques.
- + A knowledge of diplomatic planning and problem solving.

Assigned Duties:



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + Establish and maintain incident planning cycle. Communicate expected times for briefings, planning meetings, and team meetings to other section chiefs.
- + Organize planning meeting location and ensure necessary materials are available.
- + Facilitate meetings and briefings during the planning cycle.
- + Establish information requirements and reporting schedules for section.
- + Monitor incident status and coordinate with other command and general staff members to develop alternative strategies.
- + Manage the preparation of strategies and plans for the incident and submit incident status reports.
- + Identify kind, type, and quantity of resources necessary to achieve objectives.
- + Determine need for any specialized resources in support of the incident.
- + Request additional personnel, supplies, services, and equipment within the established ordering processes for efficient operations within the section.
- + Maintain a master list of all resources (e.g., key supervisory personnel, primary and support resources, etc.).
- + Supervises and configures the Planning section with units and single resources as necessary based on changes in incident situation and resource status.
- + Establish specific information collection activities as necessary (e.g., weather, fire behavior, environmental, toxins, etc.).
- + Ensure the collection, processing, and organizing of all incident information.
- + Prepare, collect, evaluate, disseminate, and use incident information to develop the TX EMTF Incident Action Plan (IAP).
- + Coordinate with all sections to assure the IAP as proposed can be implemented and supported by available resources and reconcile any differences.
- + Supervise or accomplish preparation and distribution of the IAP. Obtain elements from other appropriate sections within established time frames.
- + As needed, prepare future projections of incident growth, maps, and intelligence.
- + Report any significant changes in status information, providing accurate and current situation and resource status information with accurate maps.
- + Identify or reaffirm incident objectives throughout the assignment.
- + Implement, describe, and utilize necessary agency policy, legal and fiscal constraints, and political considerations to be used in the planning meeting to review adequacy of strategic plans.
- + Maintain accurate and up-to-date incident files, provide duplication services, and ensure proper storage of incident files for legal, analytical, and historical purposes.
- + Ensure all incident reports and narratives are completed and debrief Agency Administrator (as directed) upon completion of the incident.
- + Manage Risk



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + Account for and monitor health, safety, and welfare of assigned personnel.
- + Anticipate staffing needs and ensure an appropriate level of support staff are available and staged as needed throughout the incident.
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Complete, authorize, ensure timeliness of, and route as required:
 - o General Message (ICS 213).
 - o Activity Log (ICS 214).
 - o Incident Personnel Performance Rating.
 - o TX EMTF CAN Report
- + Updates to TX EMTF WebEOC Personnel Roster and Response Resources
- + Maintain all required incident documentation generated through operation of the incident medical unit.
- + Ensuring incident stress management activities are conducted.
- + Ensuring resource requests are properly processed.
- + Coordinate TX EMTF team logistics such as travel, food, and lodging.
- + Works with local officials during operational periods
- + Manage Risk
- + Performing additional tasks and duties, as assigned by TX EMTF Supervisor.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Logistics Manager

Reports to:

The TX EMTF Logistics Manager will report to a TX EMTF Task Force Leader (TFL), TX EMTF Group Supervisor, TX EMTF Ambulance Staging Manager or the TX EMTF State Coordination Office (SCO).

Supervises:

Members of an EMTF Logistics Section which may include the following components:

- + TX EMTF Ambulance Staging
- + TX EMTF Mobile Medical Unit
- + TX EMTF Infectious Disease Response Unit

Position Specific Requirements:

The TX EMTF Logistics Manager is responsible for managing, organizing, and supervising the Logistics section and serves as a member of the TX EMTF Command Team during an activation of TX EMTF by the TX Department of State Health Services (DSHS). This position is accountable for all TX EMTF logistical aspects and the management of allocated resources, effective planning, evaluation, and administrative problem solving within assigned areas of responsibility. The TX EMTF Logistics Manager collaborates effectively with all TX EMTF assets and personnel. Requires the ability to define problems, collect and review data, and draw conclusions. TX EMTF personnel must have the ability to work in a non-traditional medical environment, in potentially adverse conditions with no guaranteed regular scheduled breaks or meals.

Qualifications and Skills:

- + Be actively employed by an agency with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 300, 400, 700, 800.
- + Valid TX Driver's license
- + O-305 All-Hazards Incident Management Team preferred but not required
- + E/L-967 All-Hazards Logistics Section Chief preferred but not required
- + E/L/K-969 All-Hazards Communications Unit Leader training preferred but not required
- + Successfully completed Medical Incident Support Training.
- + Knowledge and familiarization with the Incident Action Plan and development of plan
- + A comprehensive knowledge of the EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- + A background in pre-hospital and/or hospital emergency medicine.
- + A comprehensive knowledge of TX EMTF functions, tactics, strategy, and safety considerations.
- + An understanding of other disaster response organizations.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + Knowledge of the practical application of available technology used to support missions and objectives including WebEOC & Comms equipment.
- + An awareness of the hazards associated with various disaster environments.
- + A knowledge of supervisory and personnel management techniques.
- + A knowledge of diplomatic planning and problem solving.

Assigned Duties:

- + Evaluate needs of the section.
- + Provide service and support for assigned resources.
- + Communicate changes in logistical support to incident resources.
- + Coordinate with other EMTF Command Team members to complete required documentation, objectives, and assignments.
- + Plan for potential changes in incident based on current and forecasted information, such as weather, incident escalation/de-escalation, and political considerations.
- + Monitor restrictions/work requirements for each resource to maximize safe and efficient assignments and demobilization.
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Assess and order needed positions.
- + Brief Group Supervisors and Command Team leaders on current and anticipated activity.
- + Provide internal operating instructions to section personnel.
- + Participate in AA closeout/After Action Review (AAR).
- + Evaluate and monitor current situation to determine if present plan of action will meet incident objectives.
- + Coordinate an efficient transfer of position duties when mobilizing/demobilizing.
- + Assume role and responsibility of any absent Supervisor or leader.
- + Document all complaints and suspicious occurrences.
- + Participate in the preparation of the IAP or relevant plan.
 - o Review tactical plans for operational periods.
 - o Advise on current capabilities and limitations for service and support.
 - o Discuss long range plans and identify potential or future requirements.
- + Ensure completion of IAP parts, including the Medical Plan (ICS 206), Incident Radio Communication Plan (ICS 205), and any special instruction inserts.
- + Apply agency policy, legal and fiscal constraints, and political considerations to all decisions.
- + Develop long range plans based on current and forecasted information to ensure efficient logistical support for the incident.
- + Ensure incident documentation is completed as required by the IC.
 - o Activity Log (ICS 214)
 - o Personnel and equipment time records
 - o Incident reports and Logistics section narrative
 - o Transition plan
- + Manage Risk
- + Account for and monitor health, safety, and welfare of assigned personnel.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + Anticipate staffing needs and ensure an appropriate level of support staff are available and staged as needed throughout the incident.
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Complete, authorize, ensure timeliness of, and route as required:
 - o General Message (ICS 213).
 - o Activity Log (ICS 214).
 - o Incident Personnel Performance Rating.
 - o TX EMTF CAN Report
- + Updates to TX EMTF WebEOC Personnel Roster and Response Resources
- + Maintain all required incident documentation generated through operation of the incident medical unit.
- + Ensuring incident stress management activities are conducted.
- + Ensuring resource requests are properly processed.
- + Coordinate TX EMTF team logistics such as travel, food and lodging.
- + Works with local officials during operational periods
- + Performing additional tasks and duties, as assigned during a mission.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Safety Officer (SOF)

Reports to:

The TX EMTF SOF will report to a TX EMTF Ambulance Staging Manager (ASM), TX EMTF Task Force Leader (TFL), or a TX EMTF Group Supervisor.

Supervises:

N/A.

Position Specific Requirements:

The TX EMTF SOF is responsible for monitoring the overall operation of an incident from a risk management perspective and providing recommendations to mitigate hazards to provide for the welfare of assigned personnel and assets during an activation of the TX EMTF by the TX Department of State Health Services (DSHS). The TX EMTF SOF may function as a member of the Command Team or may be a single resource. The TX EMTF SOF collaborates effectively with all TX EMTF assets and personnel. Requires the ability to define problems, collect and review data, and draw conclusions. TX EMTF personnel must have the ability to work in a non-traditional medical environment, in potentially adverse conditions with no guaranteed regular scheduled breaks or meals.

Qualifications and Skills:

- + Be actively employed by an agency with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 300, 400, 700, 800.
- + Valid TX Driver's license.
- + O-305 All-Hazards Incident Management Team preferred but not required.
- + L-954 All Hazards Safety Officer preferred but not required.
- + Knowledge and familiarization with safety and risk management.
- + A comprehensive knowledge of the TX EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- + A background in pre-hospital and/or hospital emergency medicine.
- + A comprehensive knowledge of TX EMTF functions, tactics, strategy, and safety considerations.
- + Successfully completed TX EMTF Medical Incident Support (MIST) Training.
- + Completed an initial TX EMTF Infectious Disease Response Unit (IDRU) Training course if assigned a TX EMTF IDRU Activation.
- + Approved by TX EMTF State Coordination Office to function as TX EMTF *IDRU Trainer*
- + Proven competency in donning and doffing of TX EMTF approved Personal Protective Equipment (PPE) if assigned a TX EMTF IDRU Activation.
- + An understanding of other disaster response organizations.
- + Knowledge of the practical application of available technology used to support missions and objectives including WebEOC & Comms equipment.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + An awareness of the hazards associated with various disaster environments.
- + A knowledge of supervisory and personnel management techniques.
- + A knowledge of diplomatic planning and problem solving.
- + Declared fit for duty by sponsoring entity.

Assigned Duties:

- + Monitor incident operations and advise the assigned TX EMTF Supervisor on matters relating to the health and safety of incident resources.
- + Correct unsafe acts or conditions through the regular line of authority, although direct intervention will be used to immediately correct a dangerous situation.
- + Post safety information around site, as appropriate.
- + Monitor fatigue throughout incident personnel and make recommendations on operational period lengths to ensure work/rest guidelines are followed.
- + Conduct periodic inspections of operational facilities.
- + Review Incident Action Plans (IAPs) to ensure safety issues have been identified and mitigations put in place.
- + Monitor food, potable water, security, supply, and sanitation service inspections.
- + Monitor driver or operator qualifications especially with specialized equipment such as All-Terrain Vehicles (ATVs), Utility Terrain Vehicles (UTVs) and forklifts.
- + Monitor air operations and coordinate with air operations staff to ensure aircraft use is essential and effective.
- + Monitor incident roads and driving conditions to provide for safe use by personnel.
- + Monitor health and wellness of incident personnel including fatigue, illness, injury, property damage trends, excess stress, etc., and ensure mitigations are in place.
- + Advise and assist TX EMTF Command Team of their risk management roles and responsibilities.
- + Establish a common operating picture around risk with incident leadership and resources.
- + Analyze proposed and select strategic alternatives from a risk management perspective. Prepare the Safety Message (ICS 208) for the IAP.
- + Review the IAP for safety implications.
- + Coordinate with Command Team to develop the IAP Safety Analysis (ICS 215A or equivalent).
- + Review, provide input, and approve Medical Plan (ICS 206).
- + Initiate and/or conduct accident investigations for injuries, vehicle, and equipment damage, and near misses.
- + Participate in planning process and advocate effective risk management.
- + Use the risk management process to detect hazards, assess risk, and implement and monitor controls to support effective risk-based decision-making.
- + Identify human factors that may increase risk to incident personnel and make suggestions to correct those factors.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + Function as subject matter expert on the risk management process and be prepared to advise and assist leadership and incident personnel.
- + Functions effectively as “*Donning and Doffing Officer*” during a TX EMTF IDRU activation.
- + Provide just-in-time PPE donning and doffing training during a TX EMTF IDRU activation.
- + Anticipate staffing needs and ensure an appropriate level of support staff are available and staged as needed throughout the incident.
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Complete, authorize, ensure timeliness of, and route as required:
 - o General Message (ICS 213).
 - o Activity Log (ICS 214).
 - o Incident Personnel Performance Rating.
 - o TX EMTF Conditions, Actions, Needs (CAN) Report
- + Updates to TX EMTF WebEOC Personnel Roster and Response Resources
- + Maintain all required incident documentation generated through operation of the incident medical unit.
- + Ensuring incident stress management activities are conducted.
- + Ensuring resource requests are properly processed.
- + Performing additional tasks and duties, as assigned during a mission.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Group Supervisor

Reports to:

The TX EMTF Group Supervisor reports to the TX EMTF Operations Manager, TX EMTF Task Force Leader (TFL) or the TX EMTF State Coordination Office (SCO) if no other command positions are staffed.

Supervises:

The TX EMTF Group Supervisor assumes overall responsibility for their assigned TX EMTF component to include its personnel and assets such as:

- + TX EMTF Ambulance Strike Team Leader(s) (ASTL)
- + TX EMTF AMBUS Crew Chief(s)
- + TX EMTF Mobile Medical Unit (MMU)
- + Team of TX EMTF Medical Incident Support Team (MIST) and/or TX EMTF Medical Incident Support Team Leader (MIST-L)
- + TX EMTF Registered Nurse Strike Team Leader(s) (RNSTL)
- + Medical Unit Leader(s) (MEDL)
- + TX EMTF Infectious Disease Response Unit (IDRU) Pre-Hospital Transport Team
- + TX EMTF IDRU Hospital Augmentation Team

Position Specific Requirements:

The TX EMTF Group Supervisor assumes responsibility for their assigned component and its team in times of readiness and deployments during an activation of TX EMTF by the TX Department of State Health Services (DSHS). This position is accountable for the quality and efficiency of patient care services provided and the management of allocated resources, effective planning, evaluation, and administrative problem solving within assigned areas of responsibility. The TX EMTF Group Supervisor collaborates effectively with all TX EMTF assets and personnel. Requires the ability to define problems, collect and review data, and draw conclusions. TX EMTF personnel must have the ability to work in a non-traditional medical environment, in potentially adverse conditions with no guaranteed regular scheduled breaks or meals.

Qualifications and Skills:

- + Be actively employed by an agency with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 300, 400, 700, 800.
- + O-305 All-Hazards Incident Management Team preferred but not required.
- + A background in pre-hospital and/or hospital emergency medicine.
- + A background in wildland firefighting for MEDL Group Supervisor
- + MMU Group Supervisor: Must have current State of TX Nursing License, CPR, ACLS and PALS/ENPC cards, PHTLS/TNCC/ATCN or equivalent, CEN preferred but not required.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- Minimum of five years in emergency medicine with some managerial experience.
- ✚ A comprehensive knowledge of the TX EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- ✚ A comprehensive knowledge of TX EMTF Force functions, tactics, strategy, and safety considerations.
- ✚ Successfully completed TX EMTF MIST Training.
- ✚ Successfully completed S-359 Medical Unit Leader course for Wildland Fire Support operations.
- ✚ An understanding of other disaster response organizations.
- ✚ Knowledge of the practical application of available technology used to support missions and objectives including WebEOC & Comms equipment.
- ✚ An awareness of the hazards associated with various disaster environments.
- ✚ A knowledge of supervisory and personnel management techniques.
- ✚ A knowledge of diplomatic planning and problem solving.
- ✚ Completed an initial EMTF IDRU Training course if assigned an IDRU Activation preferred but not required.
- ✚ Approved by TX EMTF State Coordination Office to function as *IDRU Trainer* preferred but not required.
- ✚ Proven competency in donning and doffing of TX EMTF approved PPE (Personal Protective Equipment) if assigned an IDRU Activation.
- ✚ Individual with unique qualifications recognized and approved by the region's RAC Executive Director and Group Supervisors.
- ✚ Declared fit for duty by sponsoring entity.

Assigned Duties:

- ✚ Make daily division assignments for medical unit staff and provide supervision for personnel and other medical resources.
- ✚ Implementing the Task Force Medical Operations Plan
- ✚ Ensure medical unit staff adhere to proper timekeeping, work-rest ratio, and other applicable guidance.
- ✚ Interacting with the Operations Sections Chief &/or IST Leader for coordination of all Task Force activities and support requirements.
- ✚ Provide leadership on incident medical resource decision making.
- ✚ Receiving briefings and ensuring that all Task Force personnel are kept informed of mission objectives and status changes.
- ✚ Determine staffing, rescue, extraction, and treatment procedures based on evolving incident complexity and operational need.
- ✚ Plan for and evaluate information and risk on any emergency and coordinate resources to efficiently provide care for, extricate, and transport patient(s) to definitive care in remote, austere settings with limited communication.
- ✚ Coordinate with Safety and Operations functional areas to communicate significant limitations to response capacity and/or emerging health trends.



Texas Emergency Medical Task Force Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + Providing regular situation reports to the Task Force Leader and/or State Coordination Office.
- + Preparing and maintaining records and reports, as required.
- + Manage Risk
- + Account for and monitor health, safety, and welfare of assigned personnel.
- + Anticipate staffing needs and ensure an appropriate level of medical support providers are available and staged as needed throughout the incident.
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Complete, authorize, ensure timeliness of, and route as required:
 - o General Message (ICS 213).
 - o Activity Log (ICS 214).
 - o Medical Plan (ICS 206 WF)
 - o Patient Care Reports (PCRs)
 - o Incident Personnel Performance Rating.
 - o TX EMTF CAN (Conditions, Actions, Needs) Report
 - o Updates to TX EMTF WebEOC Personnel Roster and Response Resources
- + Maintain all required incident documentation generated through operation of the incident medical unit.
- + Ensuring incident stress management activities are conducted.
- + Ensuring resource requests are properly processed.
- + Coordinate TX EMTF team logistics such as medical supply replenishment, vehicle and equipment maintenance, food, and lodging.
- + Works with local officials during operational periods
- + Performing additional tasks and duties, as assigned during a mission.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Charge Nurse

Reports to:

TX EMTF MMU Group Supervisor.

Supervises:

Nurses, medics, patient care technicians assigned to care team in their designated area.

Position Specific Requirements:

The TX EMTF MMU Charge Nurse assumes responsibility for the TX EMTF MMU care team assigned and this position is accountable for the quality and efficiency of patient care services provided during an activation of the TX Emergency Medical Task Force (TX EMTF) by the TX Department of State Health Services (DSHS). He/she performs clinical tasks within the standard scope of care and maintains clear and accurate documentation. All TX EMTF MMU Team members, including the TX EMTF MMU Charge Nurse, are responsible for assisting in mobilization and de-mobilization of the TX EMTF MMU and all its support units. He/she requires the ability to define problems, collect and review data, and draw conclusions. TX EMTF MMU staff must have the ability to work in a non-traditional medical facility, in potential adverse conditions with no guarantee of regular scheduled breaks or meals. All team members must understand they may be required to rest in coed quarters during deployments.

Qualifications and Skills:

- + Be actively employed by an agency and/or facility with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 700, 800 or Hospital Incident Command System (HICS) equivalent.
- + Must have a valid registered nursing license (or compact state license) in Texas and must be actively practicing as a registered nurse in a critical care setting.
- + Nurses must have current BLS, ACLS and PALS/ENPC cards or equivalent.
- + TNCC/ATCN is preferred but not required.
- + Must have experience or are currently practicing as a Charge Nurse in an acute care setting.
- + Approved by the TX EMTF MMU Group Supervisors
- + A comprehensive knowledge of the EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- + Successfully completed TX EMTF Medical Incident Support (MIST) Training.
- + An understanding of other disaster response organizations.
- + Knowledge of the practical application of available technology used to support missions and objectives including WebEOC & Comms equipment.
- + An awareness of the hazards associated with various disaster environments.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + A knowledge of supervisory and personnel management techniques.
- + A knowledge of diplomatic planning and problem solving.

Assigned Duties:

- + Supervises nurses, medics, patient care technicians assigned to care team
- + Provide patient care within the TX EMTF MMU and performs clinical tasks within the standard scope of care.
- + Maintains accurate patient care records and documentation.
- + Assist with mobilization and demobilization of the TX EMTF MMU
- + Coordination of all TX EMTF MMU activities and support requirements.
- + Receiving briefings and ensuring that all TX EMTF MMU personnel are
 - o kept informed of mission objectives and status changes.
 - o Providing regular situation reports to the Medical Operations Sections Chief &/or IST.
 - o Preparing and maintaining records and reports, as required.
 - o Performing additional tasks and duties, as assigned during a mission.
 - o Adhering to all safety procedures.
- + Ensuring the completion of all the required reports and maintenance of records.
- + Ensuring incident stress management activities are conducted.
- + Preparing performance evaluations for assigned personnel (ICS-225).
- + Providing accountability, maintenance, and minor repairs for all issued equipment in coordination with assigned Logistics Manager.
- + Make daily staff assignments for medical unit staff and provide supervision for personnel and other medical resources.
- + Ensure medical unit staff adhere to proper timekeeping, work-rest ratio, and other applicable guidance.
- + Provide leadership on incident medical resource decision making.
- + Receiving briefings and ensuring that all TX EMTF MMU personnel are kept informed of mission objectives and status changes.
- + Plan for and evaluate information and risk on any emergency and coordinate resources to efficiently provide care for, extricate, and transport patient(s) to definitive care in remote, austere settings with limited communication.
- + Providing regular situation reports to the Task Force Leader and/or State Coordination Office.
- + Preparing and maintaining records and reports, as required.
- + Manage Risk
- + Account for and monitor health, safety, and welfare of assigned personnel.
- + Anticipate staffing needs and ensure an appropriate level of medical support providers are available and staged as needed throughout the incident.
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Maintain all required incident documentation generated through operation of the incident medical unit.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + Ensuring incident stress management activities are conducted.
- + Performing additional tasks and duties, as assigned during a mission.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Physician

Reports to:

The TX EMTF MMU Physician reports to the TX EMTF Group Supervisor.

Supervises:

None.

Position Specific Requirements:

The TX EMTF MMU Physician provides for all aspects of patient care in emergency situations as directed, and makes critical decisions based on assessment and experience during an activation of the TX Emergency Medical Task Force (TX EMTF) by the TX Department of State Health Services (DSHS). He/she performs clinical tasks within the standard scope of care and maintains clear and accurate documentation. All members of the TX EMTF MMU team, including the TX EMTF MMU Physician, are responsible for assisting in mobilization and de-mobilization of a TX EMTF MMU and all its support units. He/she should have the ability to define problems, collect and review data, and draw conclusions. TX EMTF MMU staff must have the ability to work in a non-traditional medical facility, in potentially adverse conditions with no guaranteed regularly scheduled breaks or meals. All team members must understand that they may be required to rest in coed quarters during deployments.

Qualifications and Skills:

- + Be actively employed by a facility and/or physicians' group with a signed EMTF MOA with the Lead RAC.
- + ICS 100, 200, 700, 800 or Hospital Incident Command System (HICS) equivalent.
- + Must have a valid Texas medical license and has a current malpractice insurance policy.
- + ABEM (American Board of Emergency Medicine) or ABOEM (American Board of Osteopathic Emergency Medicine) board-eligible, -certified, or -fellowship trained physician
- + Currently practicing and with a minimum two years of experience practicing Emergency Medicine
- + Must receive final approval from the Regional TX EMTF Medical Director
- + An awareness of the hazards associated with various disaster environments.
- + Declared fit for duty by sponsoring entity.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Assigned Duties:

- + Provides for all aspects of patient care within the MMU and performs clinical tasks within the standard scope of care.
- + Maintains accurate patient care records and documentation.
- + Assist with mobilization and demobilization of a TX EMTF MMU.
- + Manage Risk
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Maintain all required incident documentation generated through operation of the incident medical unit.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Registered Nurse (RN)

Reports to:

TX EMTF Mobile Medical Unit (MMU) Charge Nurse, TX EMTF Group Supervisor, or TX EMTF Registered Nurse Strike Team Leader (RNSTL).

Supervises:

None.

Position Specific Requirements:

The TX EMTF RN provides for all aspects of patient care in emergency situations as directed, and makes critical decisions based on assessment and experience while activated as part of a MMU, IDRU, or Registered Nurse (RNST) Strike Team of the TX EMTF by the TX Department of State Health Services (DSHS). He/she performs clinical tasks within the standard scope of care and maintains clear and accurate documentation. All team members, including the TX EMTF RN, are responsible for assisting in mobilization and de-mobilization of all its support units. He/she requires the ability to define problems, collect and review data, and draw conclusions. All staff must have the ability to work in a non-traditional medical facility, in potential adverse conditions with no guarantee of regular scheduled breaks or meals. All team members must understand they may be required to rest in coed quarters during TX EMTF MMU deployments. TX EMTF IDRU staff will be required to meet all the above functioning in TX EMTF approved Personal Protective Equipment (PPE).

Qualifications and Skills:

- + Be actively employed by an agency with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 700, 800 or Hospital Incident Command System (HICS) equivalent.
- + Must have a valid Texas nursing license (or compact state license), and must be actively practicing as a registered nurse in a critical care setting and/or specialty unit based on the request for a TX EMTF RNST: e.g., Pediatrics, Labor and Deliver, ICU, Etc.
- + Nurses must have current BLS, ACLS and PALS/ENPC cards.
 - o Any other certifications required by requesting facility to complete the on-boarding process of a RNST activation.
- + *TNCC/ATCN is preferred but not required.*
- + Approved by the TX EMTF MMU Group Supervisors for TX EMTF MMU activation.
- + Completion of initial TX EMTF IDRU Training Course for TX EMTF IDRU activation.
- + Proven competency in donning and doffing of TX EMTF approved PPE for TX EMTF IDRU activation.
- + An awareness of the hazards associated with various disaster environments.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + Knowledge of the TX EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- + Declared fit for duty by sponsoring entity.

Assigned Duties:

- + Provide patient care within the TX EMTF MMU and performs clinical tasks within the standard scope of care.
- + Provide patient care and performs clinical tasks within the standard scope of care while in TX EMTF approved PPE during an TX EMTF IDR activation.
- + Maintains accurate patient care records and documentation.
- + Plan for and evaluate information and risk on any emergency and coordinate resources to efficiently provide care for, extract, and transport patient(s) to definitive care in remote, austere settings with limited communication.
- + Manage Risk
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Maintain all required incident documentation generated through operation of the incident medical unit.
- + Assist with mobilization and demobilization of any TX EMTF equipment and supplies.
- + Performing additional tasks and duties, as assigned by TX EMTF Supervisor.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Paramedic

Reports to:

TX EMTF Mobile Medical Unit (MMU) Charge Nurse, or TX EMTF Group Supervisor.

Supervises:

None.

Position Specific Requirements:

The TX EMTF Paramedic provides all aspects of emergency patient care as directed, and makes critical decisions based on assessment and experience. He/she performs clinical tasks while not exceeding their scope of care under their department or agencies Medical Director during an activation of TX EMTF by the TX Department of State Health Services (DSHS). Paramedics working in a TX EMTF MMU or an assigned facility during an TX EMTF Infection Disease Response Unit (IDRU) activation are clinically supervised by an assigned Physician and maintain clear and accurate documentation of any procedures being performed. All Team members, to include the TX EMTF Paramedic, are responsible for mobilization and de-mobilization of any TX EMTF support units. All staff must have the ability to work in a non-traditional medical facility, in potential adverse conditions while in TX EMTF approved Personal Protective Equipment (PPE) during a TX EMTF IDRU activation with no guaranteed regular scheduled breaks or meals. All team members must understand they may be required to rest in coed quarters during deployments.

Qualifications and Skills:

- + Be actively employed by an agency with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 700, 800 or Hospital Incident Command System (HICS) equivalent.
- + Must have a valid Texas Paramedic license/certification and at least two years of experience.
- + Must be actively practicing as a paramedic in an EMS (Emergency Medical Services) or acute care setting.
- + Must have current BLS, ACLS and PALS and PHTLS or equivalent.
 - o Any other certifications required by requesting facility to complete the on-boarding process of a RNST activation.
- + Completion of initial TX EMTF IDRU Training Course for TX EMTF IDRU activation.
- + Proven competency in donning and doffing of TX EMTF approved PPE.
- + Knowledge of the Task Force functions, tactics, strategy, and safety considerations.
- + An understanding of other disaster response organizations.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + An awareness of the hazards associated with various disaster environments.
- + Declared fit for duty by sponsoring entity.

Assigned Duties:

- + Emergency patient care as directed and within their agency medical direction protocols.
- + Provide patient care and clinical tasks as directed and within their agency medical direction protocols in TX EMTF approved PPE during a TX EMTF IDRU activation.
- + Maintains accurate patient care records and documentation.
- + Assist with mobilization and demobilization of TX EMTF equipment, structures, and supplies.
- + Functions as ALS (Advanced Life Support) provider with ALS equipment on coach bus during evacuation operations.
- + Plan for and evaluate information and risk on any emergency and coordinate resources to efficiently provide care for, extract, and transport patient(s) to definitive care in remote, austere settings with limited communication.
- + Manage Risk
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Maintain all required incident documentation generated through operation of the incident medical unit.
- + Performing additional tasks and duties, as assigned by TX EMTF Supervisor.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Patient Care Technician (PCT)

Reports to:

TX EMTF MMU Charge Nurse or TX EMTF Group Supervisor if a charge nurse is not assigned.

Supervises:

None.

Position Specific Requirements:

The TX EMTF MMU PCT, provides for all aspects of assisting in care of emergency patient care as directed, and helps support TX EMTF MMU medical staff during an activation of the TX Emergency Medical Task Force (TX EMTF) by the TX Department of State Health Services (DSHS). He/she performs clinical tasks as directed by the TX EMTF MMU Physician, TX EMTF RNs and TX EMTF Paramedics while maintaining clear and accurate documentation. All TX EMTF MMU Team members, including TX EMTF PCT are responsible for mobilization and de-mobilization of a TX EMTF MMU and all its support units. He/she requires the ability to define problems, collect and review data, and draw conclusions. TX EMTF MMU staff must have the ability to work in a non-traditional medical facility, in potential adverse conditions with no guaranteed regular scheduled breaks or meals. All team members must understand they may be required to rest in coed quarters during deployments.

Qualifications and Skills:

- + Be actively employed by an agency with a signed EMTF MOA with the Lead RAC.
- + ICS 100, 200, 700, 800 or Hospital Incident Command System (HICS) equivalent.
- + Must be actively practicing as a patient care technician in an acute care setting.
- + Preferred current Texas Emergency Medical Technician.
- + Current CPR certified.
- + An awareness of the hazards associated with various disaster environments.
- + Declared fit for duty by sponsoring entity.

Assigned Duties:

- + Emergency patient care as directed and within their agency medical direction protocols / scope.
- + Patient medical record documentation.
- + Assist with mobilization and demobilization of a TX EMTF MMU
- + Other duties as assigned by TX EMTF Supervisor.
- + Manage Risk



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- + Establish and maintain positive internal and external interpersonal working relationships.
- + Maintain all required incident documentation generated through operation of the incident medical unit.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Pharmacy Technician (Pharm Tech)

Reports to:

The TX EMTF MMU Pharm Tech reports to the TX EMTF MMU Group Supervisor.

Supervises:

None.

Position Specific Requirements:

The TX EMTF MMU Pharm Tech provides oversight and accountability for all pharmaceuticals during the deployment of the TX EMTF MMU based on activation of the TX Emergency Medical Task Force (TX EMTF) by the TX Department of State Health Services (DSHS). The TX EMTF Pharm Tech must keep clear and accurate documentation on the storage and distribution of the TX EMTF approved pharmacy cache. This position is responsible for assisting in the mobilization and de-mobilization of the TX EMTF MMU and all its support units. He/she requires the ability to define problems, collect and review data, and draw conclusions. TX EMTF MMU staff must have the ability to work in a non-traditional medical facility, in potential adverse conditions with no guarantee of regular scheduled breaks or meals. Staff may be required to rest in coed quarters during deployments.

Qualifications and Skills:

- + Be actively employed by a facility with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + ICS 100, 200, 700, 800 or Hospital Incident Command System (HICS) equivalent.
- + Must be actively employed as a Pharmacy Technician with the hosting facility of a TX EMTF regional TX EMTF MMU Pharmacy Cache.
- + Currently certified by the Texas State Board of Pharmacy
- + Current CPR certified.
- + An awareness of the hazards associated with various disaster environments.
- + Declared fit for duty by sponsoring entity.
- + Knowledge of the TX EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Assigned Duties:

- + Oversees and provides accountabilities for all pharmaceuticals during deployment.
- + Responsible for the storage, transportation, security and distribution of pharmacy cache.
- + Assist with mobilization and demobilization of a TX EMTF MMU
- + Plan for and evaluate information and risk on any emergency and coordinate resources to efficiently provide care for, extricate, and transport patient(s) to definitive care in remote, austere settings with limited communication.
- + Manage Risk
- + Performing additional tasks and duties, as assigned by TX EMTF Supervisor.



POSITION DESCRIPTIONS: Texas Emergency Medical Task Force (TX EMTF) Logistics Technician (Logs Tech)

Reports to:

The TX EMTF Logs Tech reports to the TX EMTF Logistics Manager or a TX EMTF Group Supervisor.

Supervises:

None.

Position Specific Requirements:

The TX EMTF Logs Tech assists with the logistical needs of the assigned component on deployments and during training to include site set-up, sustained operations, and demobilization with the assistance of the activated team. The TX EMTF Logs Tech assists with the preparation and transportation of vehicles, trailers, and equipment. In addition, maintenance of non-biomedical equipment, trailers, and generators for sustained operations and during demobilization of a TX EMTF Mobile Medical Unit (MMU). The TX EMTF Logs Tech also assists with maintaining supply PAR levels. The TX EMTF Logs Tech will collaborate effectively with TX EMTF Logistics Manager, TX EMTF Group Supervisor, and other members of the medical and operations team. The TX EMTF Logs Tech must have the ability to work in a non-traditional medical environment, in potential adverse conditions while in TX EMTF approved Personal Protective Equipment (PPE) with no guaranteed regular scheduled breaks or meals. All team members must understand they may be required to rest in coed quarters during deployments.

Qualifications and Skills:

- + ICS 100, 200, 700, 800
- + Be actively employed by an agency with a signed TX EMTF Memorandum of Agreement (MOA) with the Lead Regional Advisory Council (RAC).
- + Must have a valid Texas driver license.
 - o Class A preferred but not required.
- + Must have current CPR card or equivalent.
- + Have mechanical aptitude and the ability to maintain equipment and perform minor repairs for TX EMTF assets in the field.
- + Experience with general logistics functions.
- + Completion of initial TX EMTF Infectious Disease Response Unit (IDRU) Training Course preferred but not required if assigned a TX EMTF IDRU Activation.
- + Proven competency in donning and doffing of TX EMTF approved PPE if assigned a TX EMTF IDRU Activation.
- + An awareness of the hazards associated with various disaster environments.
- + Declared fit for duty by sponsoring entity.
- + Knowledge of the TX EMTF organizational structure, operating procedures, safety practices, terminology, and communications protocols.
- + An understanding of other disaster response organizations.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Assigned Duties:

- + Assist with the set-up, operations, and demobilization of a TX EMTF structure and assets.
- + Assists with the preparation, transportation, and operations of TX EMTF vehicles and trailers.
- + Maintenance of non-biomedical equipment, trailers, and generators.
- + Coordinate with assigned Supervisor for all logistical needs.
- + During operations, assist with maintaining supply PAR levels.
- + Manage Risk
- + Performing additional tasks and duties, as assigned by TX EMTF Supervisor.



**POSITION DESCRIPTIONS: Texas Emergency Medical Task Force
(TX EMTF) Mobile Medical Unit (MMU)
Registration/Administration Clerk**

Reports to:

MMU Charge Nurse or Group Supervisor if a charge nurse is not assigned.

Supervises:

None.

Position Specific Requirements:

The TX EMTF MMU Registration / Administration Clerk provides for all aspects of checking in, tracking, registering the patients in a TX EMTF MMU during an activation of the TX Emergency Medical Task Force (TX EMTF) by the TX Department of State Health Services (DSHS). He/she performs administrative tasks as directed by the TX EMTF MMU Group Supervisor or TX EMTF Charge Nurse helping to maintain clear and accurate documentation. All TX EMTF MMU Team members, including TX EMTF Registration / Administration Clerk are responsible for mobilization and de-mobilization of the TX EMTF MMU and all its support units. He/she requires the ability to define problems, collect and review data, and draw conclusions. TX EMTF MMU staff must have the ability to work in a non-traditional medical facility, in potential adverse conditions with no guaranteed regular scheduled breaks or meals. All team members must understand they may be required to rest in coed quarters during deployments.

Qualifications and Skills:

- + Be actively employed by an agency with a signed EMTF MOA with the Lead RAC.
- + ICS 100, 200, 700, 800 or Hospital Incident Command System (HICS) equivalent.
- + Must have awareness level proficiency with computer office applications and be able to utilize WebEOC to register and input patient tracking data.
- + Current CPR certified.
- + An understanding of other disaster response organizations.
- + Knowledge of the practical application of available technology used to support missions and objectives including WebEOC & Comms equipment.
- + An awareness of the hazards associated with various disaster environments.
- + Declared fit for duty by sponsoring entity.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Assigned Duties:

- + Administrative, registration, and clerking activities for TX EMTF MMU.
- + Patient medical record documentation.
- + Assist with mobilization and demobilization of the TX EMTF MMU.
- + Other duties as assigned by TX EMTF Supervisor.
- + Manage Risk
- + Establish and maintain positive internal and external interpersonal working relationships.
- + Maintain all required incident documentation generated through operation of the incident medical unit.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

APPENDIX D MMU STANDING ORDERS

Title: **Mobile Medical Unit Standing Orders**

Date Approved:

Date Revised:

Purpose

MMU Standing Orders contain the procedures and orders for the conduct of patient care in stipulated clinical situations and are intended to be used as guidelines in the preparation and carrying out of patient care. These Standing Orders have been approved and set forth by the TX EMTF Medical Directors and will be subject to review and approval by all MMU Physician(s) deployed and working within the MMU. These Standing Orders are authorized to be conducted by appropriate licensed and or certified *TX EMTF MMU Clinical Personnel*, operating within their scope of practice, upon initial patient contact within the MMU in the absence of a verbal or written order from the MMU physician.

Standing Orders Parameters

The following Standing Orders apply to **ALL [Medical and Trauma]** patients presenting to the MMU:

- + **Vital Signs:** HR, NIBP, RR, SPO2, Temp, HT, WT, Pain (scale 1-10)
- + **History:** S/Sx, Allergies, Medications, Past illnesses, Last oral intake &/ menstrual cycle, Events related to CC, Travel Hx
- + **NPO** until PT seen is by the MMU Physician
- + **PT placed in position of comfort** [unless otherwise indicated]
- + **HCG for female PT** [menarche to 55 years old] if appropriate

**Normal
VS
by age
range:**

	age >8 years	age 1-8 years	age 1-12 months	age 1-30 days
HR	60-100 bpm	80-100 bpm	100-120 bpm	120-160 bpm
NIBP	90-140 / 60-90 mmHg	80-110 mmHg (systolic)	70-95 (systolic) mmHg	>60 (systolic) mmHg
RR	12-20 rpm	15-30 rpm	25-50 rpm	40-60 rpm
SPO2	94% – 100%			
Temp	97.8°F [36.5°C] – 100.4°F [38°C]			

***Ultrasound and iSTAT are only available with the Type I MMU cache**

Trauma

The following Standing Orders apply to all **Trauma** Patients: [in addition to the orders listed above]

- + **Last known Tetanus** vaccine
- + **Spinal motion restriction** if appropriate



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

General Trauma	Head & or Neck Trauma	Trauma w/ Burns	Trauma w/ Lacerations	Trauma w/ Orthopedic Injuries	Trauma w/ Pregnancy
<ul style="list-style-type: none"> + O2 if severe trauma + 2 large-bore IV Saline Locks + 12-Lead EKG if PT: <ul style="list-style-type: none"> ❖ c/o chest pain, ❖ is over 45 ❖ w/ cardiac HX or hypoperfusion + Ultrasound at bedside 	<ul style="list-style-type: none"> + Notify Physician immediately if PT is on a backboard + PT to remain supine on stretcher + Check neurovascular status and PERRL 	<ul style="list-style-type: none"> + IV Saline Lock + Flush burned area w/ Saline + Cover area w/ a dry dressing + Calculate BSA 	<ul style="list-style-type: none"> + Expose area as appropriate + Clean wound(s) if indicated + Suture and/or staple set-up at bedside 	<ul style="list-style-type: none"> + Immobilize and elevate injured limb + Cold compress to injured area + Assess neurovascular status 	<ul style="list-style-type: none"> + Notify Physician immediately if: <ul style="list-style-type: none"> ❖ PT >20 weeks w/unstable VS ❖ PT has vaginal bleeding + All <i>General Trauma</i> Orders + If no spine/limb injury, place PT in L lateral recumbent position + Ultrasound at bedside



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Medical

The following Standing Orders apply to all **Medical** Patients:

Abdominal Pain	Altered Mental Status [AMS]	Chest Pain	Dehydration / ETOH	Dizziness / Nausea / Vomiting / Diarrhea	Fever [temp >100.4°F]	Headache
<ul style="list-style-type: none"> + IV Saline Lock + Ultrasound placed at bedside 	<ul style="list-style-type: none"> + IV Saline Lock + Blood glucose check + O2 if SPO2 less than 94% + 12-Lead EKG + CPSS exam + Cardiac Monitor (EKG, NIBP, SPO2) 	<ul style="list-style-type: none"> + IV Saline Lock + O2 if SPO2 less than 94% + 12-Lead EKG + Cardiac Monitor (EKG, NIBP, SPO2) 	<ul style="list-style-type: none"> + IV Saline Lock + i-STAT CHEM-8+ ONLY if: <ul style="list-style-type: none"> ❖ AMS + 12-Lead EKG 	<ul style="list-style-type: none"> + IV Saline Lock + Blood glucose check + 12-Lead EKG if PT: <ul style="list-style-type: none"> ❖ is over 45 or ❖ has a cardiac Hx or hypoperfusion 	<ul style="list-style-type: none"> + Administer EITHER: <ul style="list-style-type: none"> ❖ Tylenol [10-15mg/kg orally] <u>max dose:</u> 1000mg/dose up to 4000mg/day or ❖ Motrin [10mg/kg orally] <u>max dose:</u> 800mg/dose up to 2400mg/day 	<ul style="list-style-type: none"> + CPSS exam + Blood glucose check ONLY if: <ul style="list-style-type: none"> ❖ AMS or ❖ + CPSS exam



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Hyperthermia	Hypothermia	Obstetrical	Possible Stroke	Respiratory Distress	Seizure
<ul style="list-style-type: none"> + IV Saline Lock + Remove excess clothing (passive cooling) + Core temp / Rectal temp 	<ul style="list-style-type: none"> + IV Saline Lock + 12 lead EKG + Remove wet clothing and cover with blankets + Handle frostbitten extremities gently and cover affected area with clean dry gauze + Gentle re-warming of frostbitten extremities + Core temp / Rectal temp 	<ul style="list-style-type: none"> + IV Saline Lock + Document LMP and Pregnancy Hx + Determine Gestation + FHT by Doppler if >16 weeks + Document pain any bleeding + Ultrasound placed at bedside 	<ul style="list-style-type: none"> + Notify physician immediately + IV Saline Lock + Blood glucose check + CPSS exam + Cardiac Monitor (EKG, NIBP, SPO2) + 12 Lead EKG 	<ul style="list-style-type: none"> + IV Saline Lock + O2 if SPO2 less than 94% + Cardiac Monitor (EKG, NIBP and SPO2) + Continuous monitoring of oxygen saturation and end tidal CO2 + 12-Lead EKG if PT: <ul style="list-style-type: none"> ❖ is over 45 or ❖ has a cardiac Hx or hypoperfusion 	<ul style="list-style-type: none"> + Notify physician immediately if PT actively seizing + IV Saline Lock + Blood glucose check + i-STAT CHEM-8+ + Cardiac Monitor (EKG, NIBP and SPO2) + Core temp / Rectal temp if PT less than 5 yrs. + Pad the side rails and lower bed close to the ground
Cincinnati Prehospital Stroke Scale [CPSS] Normal Abnormal	Facial Droop [Pt shows teeth / smiles]		Arm Drift [PT closes eyes, extends both arms straight out]		Speech [PT repeats simple, familiar phrase]
	Both sides of face move equally One side of face does not move		Both arms move equally or not at all One arm drifts compared to the other		PT used correct words with no slurring Slurred or inappropriate words or mute

MMU

Physician Signatures:

[orders approved as written and or annotated above]

Signature
Date

Print Name: _____

Signature
Date

Print Name: _____

Signature
Date

Print Name: _____

APPENDIX E JOB ACTION SHEETS



DEPLOYMENT RESOURCE GUIDE: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU)

Purpose

Purpose of this guide is to provide common responsibilities that should be performed by a given position/role for EMTF MMU operations.

Pre-Deployment Responsibilities
<ul style="list-style-type: none"><input type="checkbox"/> Maintain situational awareness.<input type="checkbox"/> Be familiar with facility/agency process for obtaining authorization to deploy as a member of TX EMTF.<input type="checkbox"/> Have mechanism in place to receive information on readiness level changes, training and exercise opportunities from EMTF Coordination Center.<input type="checkbox"/> Maintain clinical competencies and certifications per facility/agency policy.<input type="checkbox"/> Be current on recommended immunizations and any PPE fit-test standards.<input type="checkbox"/> Have "Go-Bag" with Items compatible with approved EMTF packing list for a 7-14 day deployment.
Primary Responsibilities
<ul style="list-style-type: none"><input type="checkbox"/> Receive notice of activation, reporting or mustering location, reporting time, and travel instructions, as necessary.<input type="checkbox"/> Get a short description of the type and severity of the incident.<input type="checkbox"/> Special communications instructions.<ul style="list-style-type: none">o <i>GroupMe</i> thread(s)<input type="checkbox"/> Monitor incident status via radio, media, social media and other EMTF platforms, as needed.<input type="checkbox"/> Acquire and organize work materials, including appropriate PPE, for yourself.<input type="checkbox"/> Use travel time to rest, if possible.
Secondary Responsibilities
<ul style="list-style-type: none"><input type="checkbox"/> Upon arrival, check in at assigned check-in location.<input type="checkbox"/> Identify and receive briefing from immediate Supervisor.<input type="checkbox"/> Participate in operations and/or planning meetings as required.<input type="checkbox"/> Receive position assignment and perform duties based on role and EMTF Position Description.<input type="checkbox"/> Maintain communications with assigned Supervisor and follow all accountability procedures.<input type="checkbox"/> Ensure compliance with all safety practices and procedures.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Tertiary Responsibilities
<ul style="list-style-type: none"><input type="checkbox"/> Use clear text with ICS and EMTF terminology.<input type="checkbox"/> Complete necessary and required documentation and ICS forms as required.<input type="checkbox"/> Ensure equipment is operational each workday.<input type="checkbox"/> Brief replacements related to operations during shift changes.<input type="checkbox"/> Demobilize, as directed.<input type="checkbox"/> Participate in the after-action processes.
Accountability Procedures
<ul style="list-style-type: none"><input type="checkbox"/> Check-In<ul style="list-style-type: none">○ All personnel are checked-in on WebEOC Personnel Roster and assigned a resource in WebEOC Response Resources<input type="checkbox"/> Unity of Command<ul style="list-style-type: none">○ All deployed EMTF members will have one (1) direct Supervisor<input type="checkbox"/> Span of Control<ul style="list-style-type: none">○ Manageable span of control of 3-7 personnel per Supervisor<input type="checkbox"/> Resource Tracking<ul style="list-style-type: none">○ Any change in resource status is documented in WebEOC Response Resources by a Supervisor
Documentation
<ul style="list-style-type: none"><input type="checkbox"/> Complete an accurate and legible ICS 214 Activity Log daily<input type="checkbox"/> Complete an accurate EMTF CAN Report daily, if required by position<input type="checkbox"/> Ensure accurate and timely completion of WebEOC tasks, if required by position<input type="checkbox"/> Obtain a legible and itemized receipt with proof of payment for all reimbursable expenses<ul style="list-style-type: none">○ Fuel, supplies, lodging<ul style="list-style-type: none">▪ Document the name of the incident, who paid for the expense and purpose of the expense legible on the receipt▪ Take picture or scan the receipt in the event the original is lost<input type="checkbox"/> Submit an incident report to EMTF Supervisor for any unusual occurrence<input type="checkbox"/> Complaints, accidents, injuries, exposures, theft, harassment, etc



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Links
Resource Folder WebEOC Asset Trak NOAA/NWS TX Briefing Graphics NOAA/NWS Forecast Maps NOAA/NWS Hurricane Center NOAA/NWS Storm Prediction Center TX EMTF Website TDEM Situation Reports TDEM Region Map
Notes



JOB ACTION SHEET: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Group Supervisor

Mission: The Mobile Medical Unit (MMU) Group Supervisor is responsible for managing and supervising all aspects of a MMU mission, both operational and managerial, from the time of activation through the return to the home jurisdiction. Responsibilities include accountability of personnel and equipment as well as overseeing the delivery of safe and effective patient care within the MMU. The MMU Group Supervisor is responsible for the development and completion of all Task Force objectives as well as the proper reporting, record keeping, and after-action requirements.

Immediate Response (0 – 2 hours)
<p>Receive appointment</p> <ul style="list-style-type: none"> <input type="checkbox"/> Gather intelligence, information and likely impact from the sources providing event notification. <input type="checkbox"/> Assume the role of MMU Group Supervisor <input type="checkbox"/> Review this Job Action Sheet <input type="checkbox"/> Review common responsibilities from Deployment Resource Guide
<p>Assess the operational situation</p> <ul style="list-style-type: none"> <input type="checkbox"/> Identify Command Staff in Coordination with Task Force Leader: <ul style="list-style-type: none"> • Deputy Group Supervisor • Safety Officer • Operations Manager • Logistics Manager • Planning Manager • MMU Charge Nurse <input type="checkbox"/> Brief Command Staff on initial objectives and issues, including: <ul style="list-style-type: none"> • Size and complexity of the incident • Expectations • Involvement of outside agencies, stakeholders, and organizations • The situation, incident activities, and any special concerns <input type="checkbox"/> Determine logistical load plan in coordination with EMTF Coordinator <input type="checkbox"/> Assist with mustering activities such as equipment and supply quality assurance checks. <input type="checkbox"/> Development of travel plan to include convoy order, route and communications. <input type="checkbox"/> Complete safety briefing prior to departing mustering point. <input type="checkbox"/> Obtain roster and begin completing assignments and schedules. <input type="checkbox"/> Ensure all staff are in appropriate communications threads. <input type="checkbox"/> Begin assessing site location with TFL, Safety Officer and Logistics Manager to determine layout, ingress, egress, helipad location and resupply. <input type="checkbox"/> Identify and assign a Charge Nurse for each shift. <input type="checkbox"/> Verify any support services such as trash disposal, bathrooms, hygiene, medical resupply, food and lodging are initiated. <input type="checkbox"/> Verify contents of Pharmacy Cache with the designated Pharmacy Tech



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

<ul style="list-style-type: none"><input type="checkbox"/> Verify all safety checks have been completed prior to departing the mustering site<input type="checkbox"/> Seek feedback and further information
Activities <ul style="list-style-type: none"><input type="checkbox"/> Ensure all activated positions are documented in Personnel Roster, Response Resources and on status boards.<input type="checkbox"/> Activation of Asset Trak devices
Documentation <ul style="list-style-type: none"><input type="checkbox"/> ICS 201: Initiate the Incident Briefing form.<input type="checkbox"/> ICS 208: Assign or complete a Safety Briefing<input type="checkbox"/> ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis
Resources <ul style="list-style-type: none">• N/A
Communication <ul style="list-style-type: none"><input type="checkbox"/> Maintain communication with TX EMTF SCO
Safety and security <ul style="list-style-type: none"><input type="checkbox"/> Ensure that appropriate safety measures and risk reduction activities are initiated.<input type="checkbox"/> Ensure that ICS 215A – Incident Action Plan Safety Analysis is completed and distributed



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Intermediate Response (2 – 12 hours)
<p>Activities</p> <ul style="list-style-type: none"><input type="checkbox"/> Complete PAR check with Safety Officer of all personnel and assets upon arrival at MMU site.<input type="checkbox"/> Conduct site walk-through with Logistics Manager and Safety Officer to verify planned site layout.<input type="checkbox"/> Team & safety briefing completed prior to setup.<input type="checkbox"/> Manage a safe and efficient buildout of MMU site with Safety Officer and Logistics Manager.<input type="checkbox"/> Conduct walk-through of completed site with Logistics Manager and Safety Officer.<input type="checkbox"/> Verify all safety checklists have been completed by Safety Officer.<input type="checkbox"/> Verify assignments and schedule of staff.<input type="checkbox"/> Communicate and post organizational chart.<input type="checkbox"/> Create and post site map.<input type="checkbox"/> Conduct staff briefing and communicate assignments and objectives prior to site becoming operational.<input type="checkbox"/> Advise the EMTF SCO and local jurisdiction when site is open and ready to accept patients.<input type="checkbox"/> Identify objectives for next operational period
<p>Documentation</p> <ul style="list-style-type: none"><input type="checkbox"/> Incident Action Plan (IAP) Quick Start<ul style="list-style-type: none"><input type="checkbox"/> ICS 202: Initiate the Incident Briefing form<input type="checkbox"/> ICS 204: Assign or complete the Assignment List as appropriate<input type="checkbox"/> ICS 207: Assign or complete the Organizational Chart for assigned positions<input type="checkbox"/> ICS 208: Assign or complete a Safety Briefing<input type="checkbox"/> ICS 213: Document all communications on a General Message Form<input type="checkbox"/> ICS 215: Assign or complete an Operational Planning Worksheet to identify needed assets.<input type="checkbox"/> ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis
<p>Resources</p> <ul style="list-style-type: none"><input type="checkbox"/> Assignment of EMS transport capable assets
<p>Communication</p> <ul style="list-style-type: none"><input type="checkbox"/> <i>Maintain communication with TX EMTF SCO</i>
<p>Safety and security</p> <ul style="list-style-type: none">• Ensure that patient and personnel safety measures and risk reduction actions are followed



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Extended Response (greater than 12 hours)

Activities

- Transfer the MMU Group Supervisor role, if appropriate
 - Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the local jurisdiction.
 - Address any health, medical, or safety concerns.
 - Address political sensitivities, when appropriate.
 - Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are briefed on response issues and objectives.
- Ensure that an Incident Action Plan (IAP) is developed for each operational period, approved, and provided to Command Staff for operational period briefings.
- Ensure briefings are being conducted regularly.
- Manage all MMU operations.
- Make daily staff assignments for medical unit staff and provide supervision for personnel and other medical resources.
- Anticipate staffing needs and ensure an appropriate level of medical support providers are available and staged as needed throughout the incident.
- Account for and monitor health, safety, and welfare of assigned personnel.
- Conduct briefing with Safety Officer and verify all Safety quality assurance inspections are completed.
- Conduct briefing with Logistics Manager and verify all logistical needs are being met.
- Facilitate any shift change briefings.
- Round in all care areas throughout the shift.
- Verify all medical records are stored in a manner to protect patients' privacy.
- Participate in any TX EMTF and/or local jurisdiction briefings.
- Maintain communications with TX EMTF SCO and any assigned MIST members assigned to support ESF-8 functions within the area of operation.
- Ensure compliance with all safety practices and procedures.
- Complete an accurate legible ICS 214 Activity Log
- Complete or provide metrics to facilitate completion of TX EMTF CAN Report
- Ensure accurate and timely completion of WebEOC tasks.
- Ensure all staff are kept informed of mission objectives and status changes



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Documentation

- Incident Action Plan (IAP) Quick Start
 - ICS 202: Initiate the Incident Briefing form
 - ICS 204: Assign or complete the Assignment List as appropriate
 - ICS 207: Assign or complete the Organizational Chart for assigned positions
 - ICS 208: Assign or complete a Safety Briefing
 - ICS 213: Document all communications on a General Message Form
 - ICS 215: Assign or complete an Operational Planning Worksheet to identify needed assets.
- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis

Resources

- Authorize resources as needed or requested by Command Staff

Communication

- Maintain communication with TX EMTF SCO*

Safety and security

- Observe all staff and volunteers for signs of stress and inappropriate behavior and report concerns to the Safety Officer and the Logistics Manager
- Provide for personnel rest periods and relief.
- Ensure your physical readiness through proper nutrition, water intake, rest, and stress management techniques



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Demobilization/System Recovery

Activities

- Transfer the MMU Group Supervisor role, if appropriate
- Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the local jurisdiction.
- Address any health, medical, or safety concerns.
- Address political sensitivities, when appropriate.
- Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are briefed on response issues and objectives.
- Receive Demobilization Order from TFL and/or TX EMTF SCO.
- Approve notification of demobilization to the EMTF staff when the incident is no longer active or can be managed using local resources.
- Develop Demobilization Plan in coordination with Safety Officer and Logistics Manager.
- Communicate plan to all staff.
- Execute safe and efficient demobilization of MMU site.
- Verify any support service providers have been notified to cease service.
- Assist TFL with development of travel plan to include convoy order, route, and communications.
- Participate in travel safety briefing.
- Complete PAR check with Safety Officer of all personnel and assets upon returning to original mustering location.
- Assist EMTF Coordination Center with any personnel and asset check-ins.
- Conduct final briefing prior to release of staff and preform "hot wash" of incident and provide any final demobilization instructions.
- Verify all staff has completed an After-Action Survey and all Supervisors have completed an ICS 225 for all assigned personnel.
- Ensure implementation of stress management activities and services for staff
- Release staff to complete final demobilization.
- Participate in any formal the after-action processes as request by EMTF Coordination Center and/or TX EMTF SCO.

Documentation

- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Links

- [Resource Folder](#)
- [WebEOC](#)
- [Asset Trak](#)
- [NOAA/NWS TX Briefing Graphics](#)
- [NOAA/NWS Forecast Maps](#)
- [NOAA/NWS Hurricane Center](#)
- [NOAA/NWS Storm Prediction Center](#)
- [TX EMTF Website](#)
- [TDEM Situation Reports](#)
- [TDEM Region Map](#)

Notes

Empty notes section.



JOB ACTION SHEET: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Logistics Manager (LOGS)

Mission: The TX EMTF MMU Logistics Manager is responsible for managing and supervising all logistical aspects of a MMU mission, both operational and managerial, from the time of activation through the return to the home jurisdiction. Responsibilities include accountability of personnel and equipment. The MMU Logistics Manager is responsible for the development and completion of all Task Force objectives as well as the proper reporting, record keeping, and after-action requirements.

Immediate Response (0 – 2 hours)
<p>Receive appointment</p> <ul style="list-style-type: none"> <input type="checkbox"/> Gather intelligence, information and likely impact from the sources providing event notification <input type="checkbox"/> Assume the role of MMU Logistics Manager <input type="checkbox"/> Review this Job Action Sheet <input type="checkbox"/> Review common responsibilities from Deployment Resource Guide
<p>Assess the operational situation</p> <ul style="list-style-type: none"> <input type="checkbox"/> Obtain briefing from Task Force Leader and/or MMU Group Supervisor on: <ul style="list-style-type: none"> • Size and complexity of the incident • Expectations • Involvement of outside agencies, stakeholders, and organizations • The situation, incident activities, and any special concerns
<p>Activities</p> <ul style="list-style-type: none"> <input type="checkbox"/> Determine logistical load plan in coordination with EMTF Coordinator <input type="checkbox"/> Assist with mustering activities such as equipment and supply quality assurance checks. <input type="checkbox"/> Development of travel plan to include convoy order, route and communications. <input type="checkbox"/> Obtain roster and begin completing assignments and schedules. <input type="checkbox"/> Ensure all staff are in appropriate communications threads. <input type="checkbox"/> Begin assessing site location with TFL, Safety Officer and MMU Group Supervisor to determine layout, ingress, egress, helipad location and resupply. <input type="checkbox"/> Verify any support services such as trash disposal, bathrooms, hygiene, medical resupply, food and lodging are initiated. <input type="checkbox"/> Verify contents of Pharmacy Cache with the designated Pharmacy Tech <input type="checkbox"/> Complete any applicable load-out checklist. <input type="checkbox"/> Participate in any pre-departure safety briefings. <input type="checkbox"/> Verify all vehicle safety checks have been completed prior to departing the mustering site. <input type="checkbox"/> Complete any additional pre-departure assignments from MMU Group Supervisor. <input type="checkbox"/> Verify all safety checks have been completed prior to departing the mustering site <input type="checkbox"/> Seek feedback and further information



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Documentation

- ICS 201: Review the Incident Briefing form
- ICS 208: Review Safety Briefing
- ICS 215: Assign or complete an Operational Planning Worksheet to identify needed assets.
- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis

Resources

- N/A

Communication

- Maintain communication with assigned TX EMTF Supervisor

Safety and security

- Ensure that appropriate safety measures and risk reduction activities are initiated.
- Ensure that ICS 215A – Incident Action Plan Safety Analysis is completed and distributed



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Intermediate Response (2 – 12 hours)
<p>Activities</p> <ul style="list-style-type: none"><input type="checkbox"/> Complete PAR check of assigned personnel and assets upon arrival at MMU site as directed by Safety Officer.<input type="checkbox"/> Conduct site walk-through with Safety Manager and MMU Group Supervisor to verify planned site layout.<input type="checkbox"/> Organize and assign staff to facilitate a safe and efficient buildout of MMU site.<input type="checkbox"/> Assign responsibilities for specialized logistical functions such as HVAC and electrical to the most qualified personnel.<input type="checkbox"/> Participate in team & safety briefing prior to setup.<input type="checkbox"/> Monitor and participate in the safe and efficient buildout of MMU site.<input type="checkbox"/> Develop site security plan with Safety Officer.<input type="checkbox"/> Conduct walk-through of completed site with MMU Group Supervisor and Safety Officer.<input type="checkbox"/> Complete all required checklists and report results to MMU Group Supervisor. Complete PAR check with Safety Officer of all personnel and assets upon arrival at MMU site.<input type="checkbox"/> Verify assignments and schedule of staff.<input type="checkbox"/> Conduct staff briefing and communicate assignments and objectives prior to site becoming operational.<input type="checkbox"/> Identify objectives for next operational period
<p>Documentation</p> <ul style="list-style-type: none"><input type="checkbox"/> Incident Action Plan (IAP)<ul style="list-style-type: none"><input type="checkbox"/> ICS 204: Assign or complete the Assignment List as appropriate<input type="checkbox"/> ICS 207: Assign or complete the Organizational Chart for assigned positions<input type="checkbox"/> ICS 213: Document all communications on a General Message Form<input type="checkbox"/> ICS 215: Assign or complete an Operational Planning Worksheet to identify needed assets.<input type="checkbox"/> ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis
<p>Communication</p> <ul style="list-style-type: none"><input type="checkbox"/> Maintain communication with assigned TX EMTF Supervisor
<p>Safety and security</p> <ul style="list-style-type: none"><input type="checkbox"/> Ensure that patient and personnel safety measures and risk reduction actions are followed



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Extended Response (greater than 12 hours)

Activities

- Transfer the Logistics Manager role, if appropriate
 - Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the local jurisdiction.
 - Address any health, medical, or safety concerns.
 - Address political sensitivities, when appropriate.
 - Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are briefed on response issues and objectives.
- Review IAP.
- Ensure facilities are physically activated with all necessary support services.
- Make daily staff assignments for medical unit staff and provide supervision for personnel and other medical resources.
 - Assign responsibilities for specialized logistical functions such as HVAC and electrical to the most qualified personnel.
- Develop plans for inventorying supplies daily and ensure resupply plan is initiated.
- Verify adequate storage and supply of Pharmacy Cache and verify a resupply plan is in place.
- Confirm resource ordering process with MMU Group Supervisor and/or TFL.
- Monitor for any threats and/or hazards during daily operations and report to Safety Officer.
- Ensure adequate sanitation and safety in food storage and food service in coordination with Safety Officer.
- Participate in any planning meetings as designated by the MMU Group Supervisor.
- Provide input on resource availability, support needs, identified shortages, and response time-lines for key resources.
- Identify future operational needs (both current and contingency), to anticipate logistical requirements.
- Account for and monitor health, safety, and welfare of personnel.
- Ensure compliance with all safety practices and procedures in coordination with Safety Officer.
- Ensure all staff are kept informed of mission objectives and status changes.
- Account for and monitor health, safety, and welfare of assigned personnel.
- Conduct briefing with Safety Officer and verify all Safety quality assurance inspections are completed.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Documentation

- Incident Action Plan (IAP)
 - ICS 204: Assign or complete the Assignment List as appropriate
 - ICS 207: Assign or complete the Organizational Chart for assigned positions
 - ICS 213: Document all communications on a General Message Form
 - ICS 215: Assign or complete an Operational Planning Worksheet to identify needed assets.
- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis

Resources

- Authorize resources as needed or requested by Command Staff

Communication

- Maintain communication with assigned TX EMTF Supervisor

Safety and security

- Observe all staff and volunteers for signs of stress and inappropriate behavior and report concerns to the Safety Officer and the Logistics Manager
- Provide for personnel rest periods and relief.
- Ensure your physical readiness through proper nutrition, water intake, rest, and stress management techniques



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Demobilization/System Recovery

Activities

- Transfer the MMU Logistics Manager role, if appropriate
 - Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the local jurisdiction.
 - Address any health, medical, or safety concerns.
 - Address political sensitivities, when appropriate.
 - Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are briefed on response issues and objectives.
- Receive Demobilization Order from TFL and/or MMU Group Supervisor.
- Participate in development of Demobilization Plan as requested by MMU Group Supervisor.
- Organize and assign staff to facilitate a safe and efficient demobilization of MMU site.
 - Assign responsibilities for specialized logistical functions such as HVAC and electrical to the most qualified personnel.
- Monitor and participate in the safe and efficient demobilization of MMU site.
- Develop travel plan in coordination with Safety Officer, MMU Group Supervisor and/or TFL.
- Complete all required demobilization checks prior to departing the MMU site.
- Complete PAR check for assigned personnel and assets upon returning to original mustering location.
- Participate in final briefing prior to release of staff and perform "hot wash" of incident and provide any final demobilization instructions.
- Complete an ICS 225 for any assigned personnel.
- Participate in any formal after-action processes as requested by MMU Group Supervisor, EMTF Coordination Center and/or TX EMTF SCO.

Documentation

- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Links
<p>Resource Folder WebEOC Asset Trak NOAA/NWS TX Briefing Graphics NOAA/NWS Forecast Maps NOAA/NWS Hurricane Center NOAA/NWS Storm Prediction Center TX EMTF Website TDEM Situation Reports TDEM Region Map</p>
Notes



JOB ACTION SHEET: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Safety Officer (SOF)

Mission: The MMU SOF is responsible for monitoring the overall operation of an incident from a risk management perspective and providing recommendations to mitigate hazards in order to provide for the welfare of assigned resources. The MMU SOF may function as a member of the Command Team or may be a single resource.

Immediate Response (0 – 2 hours)
<p>Receive Appointment</p> <ul style="list-style-type: none"><input type="checkbox"/> Gather intelligence, information and likely impact from the sources providing event notification<input type="checkbox"/> Assume the role of Safety Officer<input type="checkbox"/> Review this Job Action Sheet<input type="checkbox"/> Review common responsibilities from Deployment Resource Guide
<p>Assess the Operational Situation</p> <ul style="list-style-type: none"><input type="checkbox"/> Obtain briefing from the Task Force Leader (TFL) and/or MMU Group Supervisor on:<ul style="list-style-type: none">• Size and complexity of incident• Stakeholder expectations• Incident objectives• Involvement of outside agencies, stakeholders, and organizations• The situation, incident activities, and any special concerns
<p>Determine the incident objectives, tactics, and assignments</p> <ul style="list-style-type: none"><input type="checkbox"/> Participate in any development of travel plan with EMTF Coordinator and MMU Group Supervisor.<input type="checkbox"/> Receive planned location of MMU site and begin researching any potential hazards or threats.<input type="checkbox"/> Establish contact with local jurisdiction(s), as appropriate to access any pertinent safety information<input type="checkbox"/> Provide information to the Task Force Leader including safety-related capabilities and limitations



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Activities

- Determine safety risks of the incident and response activities to patients, EMTF personnel, and public as well as to the environment for the planned MMU site.
- Evaluate the planned site for incident hazards and identify vulnerabilities.
- Advise the Command Team of any unsafe conditions and corrective recommendations.
- Specify the type and level of personal protective equipment (PPE) to be used by personnel to ensure their protection, based on the incident or hazard.
- Participate in any development of travel plan with EMTF Coordinator and MMU Group Supervisor.
- Participate in any pre-departure safety briefings.
- Verify all vehicle safety checks have been completed prior to departing the mustering site.
- Complete any additional pre-departure assignments from MMU Group Supervisor.

Documentation

- ICS 208: Assign or complete a Safety Briefing
- ICS 213: Document all communications on a General Message Form
- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis
- ICS 215A: Complete the Incident Action Plan (IAP) Safety Analysis; document identified safety issues, mitigation strategies and assignments

Communication

- Maintain communication with TX EMTF Command Team*

Safety and security

- Ensure that appropriate safety measures and risk reduction activities are initiated
- Determine safety risks of the incident and response activities to patients, TX EMTF personnel and visitors as well as to the hospital and the environment
- Advise Command Team of any unsafe conditions and corrective recommendations
- Evaluate building or incident hazards and identify vulnerabilities
- Specify type and level of personal protective equipment (PPE) to be utilized by staff to ensure their protection, based on the incident or hazardous condition



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Intermediate Response (2 – 12 hours)

Activities

- Transfer the Safety Officer role, if appropriate:
 - Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the hospital
 - Address any health, medical, and safety concerns
 - Address political sensitivities, when appropriate
 - Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are properly briefed on response issues and objectives (see ICS Forms 203, 204, 214, and 215A)
- Complete PAR check of assigned personnel and assets upon arrival at MMU site and report results to MMU Group Supervisor.
- Conduct site walk-through with Logistics Manager and MMU Group Supervisor to verify planned site layout.
- Participate in team & safety briefing prior to setup.
- Monitor and participate in the safe and efficient buildout of MMU site.
 - Assess operations and practices of staff; terminate and report any unsafe operation or practice; recommend corrective actions to ensure safe service delivery.
- Conduct walk-through of completed site with MMU Group Supervisor and Logistics Manager.
- Complete all safety checklists and report results to MMU Group Supervisor.
- Post non-entry signage around unsafe or restricted areas, as needed
- Attend all briefings and Incident Action Plan (IAP) meetings to gather and share incident and site safety requirements
- Monitor operational safety of decontamination operations, if applicable
- Ensure that safety team members, if assigned, identify and report all hazards and unsafe conditions
- Continue to assess safety risks of the incident to all personnel, the operational site, and the environment
- Ensure proper equipment needs are met and equipment is properly functioning throughout the response
- Attend all command briefings and Incident Action Plan (IAP) meetings to gather and share incident and operational site information
- Contribute safety issues, activities, and goals to the IAP
- Advise Command Team of any unsafe conditions and corrective recommendations

Documentation

- ICS 208: Modify ICS Incident Safety Briefing as needed
- ICS 213: Document all communications on a General Message Form
- ICS 214: Continue to document all actions and observations on the Activity Log on a continual basis
- ICS 215A: Continue to update the Incident Action Plan (IAP) Safety Analysis for inclusion in the IAP



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Communication

- Maintain communication with TX EMTF Command Team*

Safety and Security

- Ensure that appropriate safety measures and risk reduction activities are initiated.
- Determine safety risks of the incident and response activities to patients, TX EMTF personnel and visitors as well as to the site and the environment.
- Advise Command Team of any unsafe conditions and corrective recommendations
- Evaluate building or incident hazards and identify vulnerabilities.
- Specify type and level of personal protective equipment (PPE) to be utilized by staff to ensure their protection, based on the incident or hazardous condition.
- Obtain non-entry signage around unsafe or restricted areas, as needed.
- Continue to assess safety risks of the incident to all personnel, the operational site, and the environment.
- Ensure proper equipment needs are met and equipment is properly functioning throughout the response.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Extended Response (greater than 12 hours)
<p>Activities</p> <ul style="list-style-type: none"><input type="checkbox"/> Transfer the Safety Officer role, if appropriate<ul style="list-style-type: none">• Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the jurisdiction.• Address any health, medical, and safety concerns.• Address political sensitivities, when appropriate.• Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are properly briefed on response issues and objectives (see ICS Forms 203, 204, 214, and 215A).<input type="checkbox"/> Continually reassess the safety risks of the extended incident to patients, EMTF personnel, and public and to the environment.<input type="checkbox"/> Identify corrective actions and revise the ICS 215A: Incident Action Plan (IAP) Safety Analysis.<input type="checkbox"/> Attend all briefings and IAP meetings to gather and share incident and operational site information.<input type="checkbox"/> Advise Command Team of any unsafe conditions and corrective recommendations.<input type="checkbox"/> Observe EMTF personnel and volunteers for signs of stress and inappropriate behavior.<input type="checkbox"/> Respond to any reports of stress or inappropriate behavior.<input type="checkbox"/> Contribute safety issues, activities, and goals to the IAP as needed beyond ICS 215A: Incident Action Plan (IAP) Safety Analysis.
<p>Documentation</p> <ul style="list-style-type: none"><input type="checkbox"/> ICS 204: Document assignments and operational period objectives on Assignment List<input type="checkbox"/> ICS 208: Modify ICS Incident Safety Briefing as needed<input type="checkbox"/> ICS 213: Document all communications on a General Message Form<input type="checkbox"/> ICS 214: Continue to document all actions and observations on the Activity Log on a continual basis<input type="checkbox"/> ICS 215A: Continue to update the Incident Action Plan (IAP) Safety Analysis for inclusion in the IAP
<p>Communication</p> <ul style="list-style-type: none"><input type="checkbox"/> Maintain <i>communication with EMTF Command Team</i>
<p>Safety and Security</p> <ul style="list-style-type: none"><input type="checkbox"/> Continue to assess EMTF operations and practices of staff, and terminate and report any unsafe operation or practice, recommending corrective actions to ensure safe service delivery.<input type="checkbox"/> Ensure your physical readiness through proper nutrition, water intake, rest, and stress management techniques.<input type="checkbox"/> Observe all staff and volunteers for signs of stress and inappropriate behavior.<input type="checkbox"/> Respond to any reports of stress or inappropriate behavior



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Demobilization/System Recovery

Activities

- Transfer the Safety Officer role, if appropriate:
 - Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the jurisdiction.
 - Address any health, medical, and safety concerns.
 - Address political sensitivities, when appropriate.
 - Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are properly briefed on response issues and objectives (see ICS Forms 203, 204, 214, and 215A).
- As objectives are met and needs for incident related safety decrease, return staff to their normal jobs and combine or deactivate positions in a phased manner, as applicable.
- Ensure the return or retrieval of equipment and supplies used during the response.
- Participate in development of Demobilization Plan as requested by MMU Group Supervisor.
- Monitor and participate in the safe and efficient demobilization of MMU site.
- Develop travel plan In coordination with MMU Group Supervisor and/or TFL.
- Complete all required safety checks prior to departing the MMU site.
- Complete PAR check for assigned personnel and assets upon returning to original mustering location.
- Participate in final briefing prior to release of staff and preform "hot wash" of incident and provide any final demobilization instructions.
- Complete an ICS 225 for any assigned personnel.
- Participate in stress management and after-action debriefings.
- Brief the TFL on current problems, outstanding issues, and follow-up requirements.
- Review of pertinent position activities and operational checklists
- Recommendations for procedure changes
- Accomplishments and issues
- Participate in any formal the after-action processes as request by MMU Group Supervisor, EMTF Coordination Center and/or TX EMTF SCO.

Documentation

- ICS 208: Modify ICS Incident Safety Briefing as needed.
- ICS 213: Document all communications on a General Message Form
- ICS 214: Continue to document all actions and observations on the Activity Log on a continual basis
- ICS 215A: Continue to update the Incident Action Plan (IAP) Safety Analysis for inclusion in the IAP
- Ensure all documentation is submitted to MMU Group Supervisor



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Links

- [Resource Folder](#)
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Notes

Empty notes section.



JOB ACTION SHEET: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Planning Manager (PLANS)

Mission: The TX EMTF MMU Planning Manager manages all aspects of incident planning, situation and resource status, and demobilization of an incident. The TX EMTF Planning Manager supervises members of the Planning Section. The Planning Manager is part of the TX EMTF Command Team reports to the Task Force Leader (TFL) under typical incident organizations.

Immediate Response (0 – 2 hours)
<p>Receive Appointment</p> <ul style="list-style-type: none"><input type="checkbox"/> Obtain briefing from the TFL or TX EMTF State Coordinator Office (SCO) on:<ul style="list-style-type: none">• Size and complexity of the incident• Expectations of the Incident Commander• Incident objectives• Involvement of outside agencies, stakeholders, and organizations• The situation, incident activities, and any special concerns<input type="checkbox"/> Assume the role of Planning Manager<input type="checkbox"/> Review this Job Action Sheet<input type="checkbox"/> Review common responsibilities from Deployment Resource Guide
<p>Assess the Operational Situation</p> <ul style="list-style-type: none"><input type="checkbox"/> Obtain information and status from the MMU Group Supervisor or designate to ensure the accurate tracking of personnel and resources.<input type="checkbox"/> Provide information to the Command Team on the Planning Section operational situation including capabilities and limitations.
<p>Determine the incident Objectives, Tactics, and Assignments</p> <ul style="list-style-type: none"><input type="checkbox"/> Determine needed resources to meet the assigned tasks and objectives.<input type="checkbox"/> Brief assigned personnel on the situation, strategies, and tactics, and designate a time for the next briefing.<input type="checkbox"/> Make assignments and distribute corresponding Job Action Sheets.<input type="checkbox"/> Determine strategies and how the tactics will be accomplished.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Activities

- Collect intelligence from Medical Incident Support Team members (MIST) that are assigned to local jurisdictions.
- Prepare and conduct a planning meeting to develop and validate the incident objectives for the next operational period for travel and site setup.
- Coordinate the preparation, documentation, and approval of the ICS 201 Incident Briefing and distribute copies to the Command Team and SCO.
- Obtain and provide key information for operational and support activities.
- Gather additional information from the MIST as needed.
- Obtain information and updates regularly from staff.
- Maintain current status of all areas.
- Communicate with the Operations and Logistics Managers for resource needs and projected activities.
- Inform assigned personnel of activities that have occurred; keep updates of status and utilization of resources.
- Activate Incident Specific Plans or Annexes as directed by the Command Team.

Documentation

- Incident Action Plan (IAP)
 - ICS 202: Draft Incident Objectives for TFL approval.
 - ICS 203: Prepare Organization Assignment List as part of the IAP.
 - ICS 204: Document assignments and operational period objectives on Assignment List.
 - ICS 205A: Distribute the Communications List appropriately.
 - ICS 208: Obtain a completed Safety Briefing from the Safety Officer.
 - ICS 213: Document all communications on a General Message Form.
 - ICS 215A: Obtain completed Incident Action Plan (IAP) Safety Analysis from the Safety Officer for inclusion in the IAP.
- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis

Resources

- Determine equipment and supply needs; request them from the Logistics Manager
- Assess issues and needs in operational areas; coordinate for resource planning
- Make requests for external assistance, as needed, in coordination with the MIST Group Supervisor

Communication

- Maintain communication with TX EMTF Command Team*

Safety and security

- Ensure that all section personnel comply with safety procedures and instructions



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Intermediate Response (2 – 12 hours)

Activities

- Transfer the Planning Manager role, if appropriate.
 - Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the jurisdiction.
 - Address any health, medical, and safety concerns.
 - Address political sensitivities, when appropriate.
 - Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are properly briefed on response issues and objectives (see ICS Forms 203, 204, 214, and 215A).
- Ensure the following are being addressed:
 - Section personnel health and safety.
 - Update the Incident Action Plan (IAP) with each operational period.
 - Short and long term planning.
 - Ensure that the Planning Section is adequately staffed and supplied.
- Work with the Command Team to identify short and long term issues; establish needed policies and procedures.
- Brief the Command Team regularly on the status of the Planning Section.
- Designate a time for briefing and updates with Planning Section leadership to update the IAP.

Documentation

- Incident Action Plan (IAP)
 - ICS 202: Draft Incident Objectives for TFL approval.
 - ICS 203: Prepare Organization Assignment List as part of the IAP.
 - ICS 204: Document assignments and operational period objectives on Assignment List.
 - ICS 205A: Distribute the Communications List appropriately.
 - ICS 208: Obtain a completed Safety Briefing from the Safety Officer.
 - ICS 213: Document all communications on a General Message Form.
 - ICS 215A: Obtain completed Incident Action Plan (IAP) Safety Analysis from the Safety Officer for inclusion in the IAP.
- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis

Communication

- Maintain communication with TX EMTF Command Team*

Safety and Security

- Review personnel protection practices; revise as needed*
- Ensure staff health and safety issues are being addressed; report issues to the Safety Officer*



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Extended Response (greater than 12 hours)

Activities

- Transfer the Planning Manager role, if appropriate
 - Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the hospital
 - Address any health, medical, and safety concerns
 - Address political sensitivities, when appropriate
 - Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are properly briefed on response issues and objectives (see ICS Forms 203, 204, 214, and 215A)
- Continue to monitor the ability of Planning Section personnel to meet workload demands, personnel health and safety, resource needs, and documentation practices
- Continue to receive projected activity reports from staff at designated intervals to prepare status reports and update the Incident Action Plan (IAP)
- Ensure the resources are demobilized as appropriate, in collaboration with the Command Team and SCO and develops and implements a Demobilization Plan
- Ensure the Planning Section is receiving and organizing all documentation, including ICS 214: Activity Logs and ICS 213: General Message Form
- Brief the Command Team regularly on the status of the Planning Section
- Designate a time for a briefing and updates with the Planning Section leadership to update the IAP

Documentation

- Incident Action Plan (IAP)
 - ICS 202: Draft Incident Objectives for TFL approval.
 - ICS 203: Prepare Organization Assignment List as part of the IAP.
 - ICS 204: Document assignments and operational period objectives on Assignment List.
 - ICS 205A: Distribute the Communications List appropriately.
 - ICS 208: Obtain a completed Safety Briefing from the Safety Officer.
 - ICS 213: Document all communications on a General Message Form.
 - ICS 215A: Obtain completed Incident Action Plan (IAP) Safety Analysis from the Safety Officer for inclusion in the IAP.
- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis

Communication

- Maintain communication with EMTF Command Team*

Safety and Security

- Observe all staff and volunteers for signs of stress and inappropriate behavior and report concerns to the Safety Officer*
- Provide for personnel rest periods and relief*
- Ensure your physical readiness through proper nutrition, water intake, rest, and stress management techniques*



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Demobilization/System Recovery

Activities

- Transfer the Planning Manager role, if appropriate
 - Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the hospital
 - Address any health, medical, and safety concerns
 - Address political sensitivities, when appropriate
 - Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are properly briefed on response issues and objectives (see ICS Forms 203, 204, 214, and 215A)
- As objectives are met and needs decrease, demobilize Planning Section personnel and combine or deactivate positions in a phased manner, in accordance with the Demobilization Plan
- Debrief section personnel on lessons learned and procedural or equipment changes needed
- Participate in other briefings and meetings as required
- Begin the development of the After Action Report and Corrective Action and Improvement Plan and assign staff to complete sections of the report. Topics include:
 - Review of pertinent position descriptions and operational checklists
 - Recommendations for procedure changes
 - Accomplishments and issues
- Participate in stress management and after action debriefings

Documentation

- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis
- Ensure all documentation is submitted to Planning Section



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Links

- [Resource Folder](#)
- [WebEOC](#)
- [Asset Trak](#)
- [NOAA/NWS TX Briefing Graphics](#)
- [NOAA/NWS Forecast Maps](#)
- [NOAA/NWS Hurricane Center](#)
- [NOAA/NWS Storm Prediction Center](#)
- [TX EMTF Website](#)
- [TDEM Situation Reports](#)
- [TDEM Region Map](#)

Notes

Empty notes section.



JOB ACTION SHEET: Texas Emergency Medical Task Force (TX EMTF) Mobile Medical Unit (MMU) Charge Nurse

Mission: The TX EMTF MMU Charge Nurse assumes responsibility for the TX EMTF MMU care team assigned for the quality and efficiency of patient care services provided from the time of activation through the return to the home jurisdiction. Responsibilities include accountability of personnel and equipment as well as overseeing the delivery of safe and effective patient care within the TX EMTF MMU. The TX EMTF MMU Charge Nurse is responsible for the completion of all Task Force objectives as well as the proper reporting, record keeping, and after-action requirements.

Immediate Response (0 – 2 hours)
<p>Receive appointment</p> <ul style="list-style-type: none"> <input type="checkbox"/> Gather intelligence, information and likely impact from the sources providing event notification <input type="checkbox"/> Assume the role of MMU Charge Nurse <input type="checkbox"/> Review this Job Action Sheet <input type="checkbox"/> Review common responsibilities from Deployment Resource Guide
<p>Assess the operational situation</p> <ul style="list-style-type: none"> <input type="checkbox"/> Receive briefing on initial objectives and issues, including: <ul style="list-style-type: none"> • Size and complexity of the incident • Expectations • Involvement of outside agencies, stakeholders, and organizations • The situation, incident activities, and any special concerns • Seek feedback and further information
<p>Activities</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assist with mustering activities such as equipment and supply quality assurance checks. <input type="checkbox"/> Participate in any briefings to complete schedule of assignments. <input type="checkbox"/> Obtain roster and begin completing assignments and schedules. <input type="checkbox"/> Complete any pre-departure assignments from MMU Group Supervisor <input type="checkbox"/> Verify all safety checks have been completed prior to departing the mustering site <input type="checkbox"/> Ensure all staff are in appropriate communications threads. <input type="checkbox"/> Verify contents of Pharmacy Cache with the designated Pharmacy Tech
<p>Documentation</p> <ul style="list-style-type: none"> <input type="checkbox"/> ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis
<p>Communication</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain communication with TX EMTF SCO
<p>Safety and security</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ensure that appropriate safety measures and risk reduction activities are initiated.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Intermediate Response (2 – 12 hours)
<p>Activities</p> <ul style="list-style-type: none"><input type="checkbox"/> Complete PAR check as requested by Safety Officer of assigned personnel and assets upon arrival at MMU site.<input type="checkbox"/> Conduct site walk-through with MMU Group Supervisor, Logistics Manager and Safety Officer to verify planned site layout.<input type="checkbox"/> Participate in team & safety briefing completed prior to setup.<input type="checkbox"/> Participate in the safe and efficient buildout of MMU site with Safety Officer and Logistics Manager.<input type="checkbox"/> Conduct walk-through of completed site with MMU Group Supervisor.<input type="checkbox"/> Verify with MMU Group Supervisor all safety checklists have been completed by Safety Officer.<input type="checkbox"/> Verify assignments and schedule of staff.<input type="checkbox"/> Conduct initial staff briefing<input type="checkbox"/> Identify objectives for next operational period
<p>Documentation</p> <ul style="list-style-type: none"><input type="checkbox"/> ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis
<p>Communication</p> <ul style="list-style-type: none"><input type="checkbox"/> Maintain communication with TX EMTF SCO
<p>Safety and security</p> <ul style="list-style-type: none"><input type="checkbox"/> Ensure that patient and personnel safety measures and risk reduction actions are followed



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Extended Response (greater than 12 hours)
<p>Activities</p> <ul style="list-style-type: none"><input type="checkbox"/> Transfer the MMU Charge Nurse role, if appropriate<ul style="list-style-type: none">• Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the local jurisdiction.• Address any health, medical, or safety concerns.• Address political sensitivities, when appropriate.• Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are briefed on response issues and objectives.<input type="checkbox"/> Review IAP<input type="checkbox"/> Provide supervision for assigned personnel and other medical resources.<input type="checkbox"/> Anticipate staffing needs and ensure an appropriate level of medical support providers are available and staged as needed throughout the incident.<input type="checkbox"/> Account for and monitor health, safety, and welfare of assigned personnel.<input type="checkbox"/> Facilitate any shift change briefings.<input type="checkbox"/> Round in all care areas throughout the shift.<input type="checkbox"/> Provide safe and effective patient care<input type="checkbox"/> Verify all medical records are stored in a manner to protect patients privacy.<input type="checkbox"/> Ensure compliance with all safety practices and procedures.<input type="checkbox"/> Ensure all staff are kept informed of mission objectives and status changes<input type="checkbox"/> Identify objectives for next operational period
<p>Documentation</p> <ul style="list-style-type: none"><input type="checkbox"/> ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis
<p>Communication</p> <ul style="list-style-type: none"><input type="checkbox"/> <i>Maintain communication with MMU Group Supervisor</i>
<p>Safety and security</p> <ul style="list-style-type: none"><input type="checkbox"/> Observe all staff and volunteers for signs of stress and inappropriate behavior and report concerns to the Safety Officer and the Logistics Manager<input type="checkbox"/> Provide for personnel rest periods and relief



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Demobilization/System Recovery

Activities

- Transfer the MMU Charge Nurse role, if appropriate
 - Conduct a transition meeting to brief your replacement on the current situation, response actions, available resources, and the role of external agencies in support of the local jurisdiction.
 - Address any health, medical, or safety concerns.
 - Address political sensitivities, when appropriate.
 - Instruct your replacement to complete the appropriate documentation and ensure that appropriate personnel are briefed on response issues and objectives.
- Participate in development of Demobilization Plan as requested by MMU Group Supervisor
- Communicate plan to all staff.
- Execute safe and efficient demobilization of MMU site.
- Participate in travel safety briefing.
- Complete PAR check for assigned personnel and assets upon returning to original mustering location.
- Assist EMTF Coordination Center with any personnel and asset check-in's.
- Participate in final briefing prior to release of staff and preform "hot wash" of incident and provide any final demobilization instructions.
- Verify all staff has completed an After-Action Survey.
- Release staff to complete final demobilization.
- Participate in any formal the after-action processes as request by MMU Group Supervisor, EMTF Coordination Center and/or TX EMTF SCO.

Documentation

- ICS 214: Document all key activities, actions, and decisions in an Activity Log on a continual basis
- ICS 225: Complete Incident Performance Rating for all assigned staff and submit to MMU Group Supervisor



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Links
Resource Folder WebEOC Asset Trak NOAA/NWS TX Briefing Graphics NOAA/NWS Forecast Maps NOAA/NWS Hurricane Center NOAA/NWS Storm Prediction Center TX EMTF Website TDEM Situation Reports TDEM Region Map
Notes



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

APPENDIX F STANDARD OPERATING GUIDELINES



Mobile Medical Unit Daily Operational Quality Assurance

Date Approved: March 10, 2025

Date Revised:

Purpose

To establish the daily procedures for MMU members. These procedures will aid members in understanding what daily task will need to be performed during Mobile Medical Unit (MMU) operations.

Scope

This procedure is designed to outline what daily operations needs to be accomplished to help ensure smooth daily operations for the MMU during deployments. All members should utilize this outline to accomplish the daily task of the MMU. In adherence to this procedure will help ensure all members and the MMU are kept in good order, so that the safety considerations are adhered to and that all members are kept at the highest state of readiness.

General

Shifts will vary from incident to incident. The Group Supervisor will advise all clinical members of projected shift times during team briefings prior to the beginning of operations. Shifts may have to be altered due to the nature of disaster deployment. All team members are considered on-duty for the entire time of deployment and should be prepared to return to medical operations during rest cycles. All efforts will be made to ensure rest cycles are uninterrupted.

Mobile Medical Unit Daily Operations

At any time during an operational period the Group Supervisor will assign members certain tasks that need to be performed.

- Perform and complete the Exterior Safety Check Sheet (Appendix F) at the beginning of each shift. Reports any discrepancies or safety issues that are unresolved to the Group Supervisor.
- Perform and complete the Interior Safety Check Sheet (Appendix F) at the beginning of each shift. Reports any discrepancies or safety issues that are unresolved to the Group Supervisor.
- Perform daily/shift inspection/test on cardiac monitors/defibrillators and ventilators.
- Suction units and any other medical equipment is charged and in proper working order.



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- Oxygen pressure checked in O2 cylinders, any bottle pressure below 500psi should be reported to the Group Supervisor for reorder.
- All medical supply bags are stocked appropriately, report to the Group Supervisor if re-stock supplies are running low.
- All patient care beds shall be cleaned between patients and as needed.
- All sinks are cleaned.
- All patient care equipment is visually inspected and cleaned.
- Any trash found in or around the MMU is everyone's responsibility, it should be picked-up when noticed and disposed of properly. There are no janitorial members on the team.
- Sweep and mop all floors inside the MMU and trailers that are not being used as storage.
- Clean kitchen and designated break areas.
- Remove garbage from the MMU as needed and at the end of shift.
- All Bio-hazard waste has been removed from the MMU to a secure area away from the public access.
- Landing Zone is free from foreign object debris (FOD).
- MMU Base of Operations (BoO) grounds are clean and free of litter.
- Turn in daily reports including any receipts for purchased items, contracts signed, etc.
- Perform & complete Deployment Vehicle Check Sheet (App 7)
- Perform & complete generator maintenance checklist.

It is the responsibility of the MMU Group Supervisor to see that these tasks are completed. Any deviation from these tasks will be reported to the Task Force Leader.



Mobile Medical Exterior Safety Checklist

Date Approved: March 10, 2025

Date Revised:

Incident Details	Incident / Event: _____ Operational Period (OP): _____ Date: _____ Safety Checklist: EXTERIOR Completed By (print): _____ Safety Officer (sign): _____ Time: _____
	Trip Hazards
<input type="checkbox"/> Identify external trip hazards and cordon off or mark appropriately <input type="checkbox"/> Is flooring exposed under all edges of the MMU <input type="checkbox"/> All electrical wires, hoses, and lines are located near the outside wall of MMU <ul style="list-style-type: none"> <input type="radio"/> Dry and clearly marked <input type="radio"/> Laid out appropriately (electrical lines not coiled) <input type="checkbox"/> Ensure all patient pathways are clear with door and tent threshold mats in place Comments:	
Site Structures	
<input type="checkbox"/> All tent segments' inflation status checked, topped off, and or being maintained <input type="checkbox"/> Wind resistance measures placed as needed <input type="checkbox"/> All doors are set in place and feet are secured tightly <input type="checkbox"/> All entrance and exit pathway doors clearly marked with signs <input type="checkbox"/> Each MMU section securely tied down (water bladders filled and sealed if used) Comments:	
Sinks	
<input type="checkbox"/> Sink connected to fresh water source, no water leaking in tent, and Water line attached and drains to collection tank away from MMU (is the water line a trip hazard) <input type="checkbox"/> Plug hot water heater into nearest spider / window panel box Comments:	



HVAC
<ul style="list-style-type: none"><input type="checkbox"/> Duct work for in and out puts are secured with Red Straps<input type="checkbox"/> Power cord fully connected to a spider / window panel box<input type="checkbox"/> PVC drain lines in place, secured, and drains away from MMU (is the water line a trip hazard)<input type="checkbox"/> Accessory Bag secured to HVAC unit <p>Comments:</p>
Equipment & Medical Supplies
<ul style="list-style-type: none"><input type="checkbox"/> Make sure any electrical equipment is stored out of weather (air pumps, IT gear, etc.)<input type="checkbox"/> Tarp any medical supplies or equipment being stored outside including spare O₂ cylinders<input type="checkbox"/> Medical supplies secured<input type="checkbox"/> Proper signs in place including "No Smoking" signs near O₂ cylinder storage <p>Comments:</p>
Site Ingress & Egress
<ul style="list-style-type: none"><input type="checkbox"/> Site access / perimeter control with adequate perimeter fencing / barriers<input type="checkbox"/> Hazardous equipment and materials areas cordoned off and marked<input type="checkbox"/> Ambulance entrance and exit clearly marked<input type="checkbox"/> Site signs posted to clearly mark EMS unit's pathways<input type="checkbox"/> Ensure ambulance exhaust points away from MMU doorways<input type="checkbox"/> Landing zone identified, secure, and clear of debris (minimum 150' from MMU)<input type="checkbox"/> Air Kit deployed near landing zone to include lights for night operations <p>Comments:</p>



Mobile Medical Interior Safety Checklist

Date Approved: March 10, 2025

Date Revised:

Incident Details	Incident / Event: _____ Operational Period (OP): _____ Date: _____ Safety Checklist: INTERIOR Completed By (print): _____ Safety Officer (sign): _____ Time: _____
	Trip Hazards
<input type="checkbox"/> Identify internal trip hazards and cordon off or mark appropriately <input type="checkbox"/> Ensure tent base flooring placed and gap between flooring rolls is minimal <input type="checkbox"/> Ensure all inter-tent connections zipped and overlapping tent section, floor flaps secured <input type="checkbox"/> All electrical wires, hoses, and lines are located near the outside wall of MMU Comments:	
Fire Hazards	
<input type="checkbox"/> Air horns placed in all tent sections and trailers (# placed: ____) <input type="checkbox"/> Fire extinguishers located (near main entrances) in all tent sections, trailers, and generators <input type="checkbox"/> Fire extinguisher's safety pin in place, secure, and pressure gage is in the green <input type="checkbox"/> Smoke detectors placed high in all tent sections and trailers <input type="checkbox"/> Carbon monoxide detectors placed high in all tent sections and trailers <input type="checkbox"/> Test all smoke and carbon monoxide detectors ○ # smoke detectors tested: ____ ○ # carbon monoxide detectors tested: ____ Comments:	



Electrical Hazards

- All string and LED lights securely plugged in
- Light cords are up high and out of way of occupants
- All power cords taped down and run along outside wall
- No standing water inside MMU tent (especially where electrical lines lie)
- No power-strips connected to power-strips ('daisy chained')

Comments:

Oxygen System

- Oxygen cylinders secured on cart
- Oxygen bottles pressure check
 - Bottle # ____;____ Bottle # ____;____ Bottle # ____;____ Bottle # ____;____
 - ____;____ Bottle # ____;____ Bottle # ____;____ Bottle # ____;____
 - Bottle # ____;____ Bottle # ____;____ Bottle # ____;____

- Oxygen Manifold secured and labeled
- Oxygen tubing connected to manifold with pig tails dropped at each bed
- No Smoking signs placed near O₂

Comments:

Medical Equipment

- Cot leg locks properly secured and in-line (450 lbs. max weight)
 - Number deployed in MMU: ____
- Bariatric Beds properly assembled and all pins in place and secured
 - Number deployed in MMU: ____
- All cot mattresses intact and tears sealed
- All medical, nursing, and sink carts in place and wheels locked
- All hanging bags correctly assembled and feet brightly marked

Comments:



Mobile Medical Pre-Occupancy Safety Checklist

Date Approved: March 10, 2025

Date Revised:

Incident Details	<p style="text-align: center;">Incident / Event: _____</p> <p style="text-align: center;">Operational Period (OP): _____ Date: _____</p> <p style="text-align: center;">Safety Checklist: PRE-OCCUPANCY Completed By (print): _____</p> <p style="text-align: center;">Safety Officer (sign): _____ Time: _____</p>
Safety Measures	
<ul style="list-style-type: none"> <input type="checkbox"/> Air horns placed in all tent sections and trailers (# placed: ____) <input type="checkbox"/> Fire extinguishers placed (# placed: ____) in all tent sections, trailers, and generators <input type="checkbox"/> Test all smoke and carbon monoxide detectors and placed in all tent sections and trailers <ul style="list-style-type: none"> ○ # smoke detectors placed: ____ # carbon monoxide detectors placed: ____ <input type="checkbox"/> Site access / perimeter control with adequate perimeter fencing / barriers <input type="checkbox"/> Non-traffic areas, hazardous equipment, and materials areas cordoned off and marked <input type="checkbox"/> Ingress and Egress routes clearly marked and signs deployed <input type="checkbox"/> Landing zone identified, secure, and clear of debris (minimum 150' from MMU) <input type="checkbox"/> Air Kit deployed near landing zone to include lights for night operations 	
Trip Hazards	
<ul style="list-style-type: none"> <input type="checkbox"/> Ensure tent base flooring placed and gap between flooring rolls is minimal <input type="checkbox"/> Ensure all inter-tent connections zipped or overlapping tent section's threshold mats in place <input type="checkbox"/> Identify internal trip hazards and cordon off or mark appropriately <input type="checkbox"/> All interior electrical wires, hoses, and lines are located near the outside wall of MMU <input type="checkbox"/> All power cords taped down and or run along outside edge of tent wall <input type="checkbox"/> Identify external trip hazards and cordon off or mark appropriately <input type="checkbox"/> Is flooring exposed under all outer edges of the MMU and there is nothing within 4" of tent segments <input type="checkbox"/> All exterior electrical wires, hoses, and lines are located near the exterior wall of MMU <ul style="list-style-type: none"> ○ Dry and clearly marked and laid out appropriately (electrical lines not coiled) 	



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- Ensure all patient pathways are clear with door and tent threshold mats in place

Tent Structure Hazards

- All tent segments' inflation status checked and topped off
- Wind resistance measures placed as needed
 - Each MMU section securely tied down (water bladders filled and sealed if used)
- All doors are set in place and feet are secured tightly
- All entrance and exit pathway doors clearly marked with signs
- All string and LED lights securely plugged in
- No standing water inside MMU tent (especially where electrical lines lie)

Oxygen System

- Oxygen cylinders secured on cart
- Oxygen Manifold secured and labeled
- Oxygen tubing connected to manifold with pig tails dropped at each bed
- No Smoking signs placed near O₂

Medical Equipment

- All bed/cots properly assembled: leg locks, and pins properly secured and in-line (350 lbs. max weight)
 - Number deployed in MMU: _____
- All cot mattresses intact and tears sealed
- All medical, nursing, and sink carts in place and wheels locked
- All hanging bags correctly assembled and feet brightly marked



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Comments



Patient Discharge Form

NAME: _____ **DATE:** _____

Last: _____ **First:** _____

Condition:
Please Circle
Unchanged **Improved** **Stable** **Other:** _____

How did patient leave the MMU? **Ambulatory** **W/C** **EMS** **Air Medical** **Other:** _____
Please Circle

Discharge Instructions:

Prescriptions Given: _____ **N/A**

Contact number for State EMTF Coordination Center: **(210) 233-5971**

Follow Up With:
Primary Care Physician In: ____ **Days** _____

Patient / Legal Guardian Signature: _____ **Date:** _____ **Time:** _____

Staff Signature: _____



Shift Change Patient Report

Date Approved: March 10, 2025

Date Revised:

Patient Report:	
Wing: T&R / R / Y / G	
BED#: _____ PT: _____ Age: _____ M / F	BED#: _____ PT: _____ Age: _____ M / F
DX: _____ MD/APP: _____ _____	DX: _____ MD/APP: _____ _____
Allergies: _____ Orientation: AO x _____	Allergies: _____ Orientation: AO x _____
VS: HR: _____ BP: _____/_____ RR: _____	VS: HR: _____ BP: _____/_____ RR: _____
TEMP: _____ O2 SAT: _____(on _____)	TEMP: _____ O2 SAT: _____(on _____)
IV: _____ ETCO ₂ : _____	IV: _____ ETCO ₂ : _____
LABS: _____ MEDS: _____	LABS: _____ MEDS: _____
Notes: _____ D/C Plan: _____	Notes: _____ D/C Plan: _____



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Patient Report:			
Wing: T&R / R / Y / G			
BED#: _____	PT: _____	Age: _____	
M / F			
DX: _____ MD/APP: _____	Allergies: _____ Orientation: AO x _____		
VS: HR: _____ BP: ____/____ RR: _____	TEMP: _____ O2 SAT: _____(on _____)		
IV: _____ ETCO ₂ : _____	LABS: _____ MEDS: _____		
Notes: _____	D/C Plan: _____		
BED#: _____	PT: _____	Age: _____	
M / F			
DX: _____ MD/APP: _____	Allergies: _____ Orientation: AO x _____		
VS: HR: _____ BP: ____/____ RR: _____	TEMP: _____ O2 SAT: _____(on _____)		
IV: _____ ETCO ₂ : _____	LABS: _____ MEDS: _____		
Notes: _____	D/C Plan: _____		



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Patient Report:			
Wing: T&R / R / Y / G			
BED#: _____ PT: _____ Age: _____ M / F	BED#: _____ PT: _____ Age: _____ M / F		
DX: _____ MD/APP: _____ Allergies: _____ Orientation: AO x _____	DX: _____ MD/APP: _____ Allergies: _____ Orientation: AO x _____		
VS: HR: _____ BP: _____/_____ RR: _____	VS: HR: _____ BP: _____/_____ RR: _____		
TEMP: _____ O2 SAT: _____(on _____)	TEMP: _____ O2 SAT: _____(on _____)		
IV: _____ ETCO ₂ : _____	IV: _____ ETCO ₂ : _____		
LABS: _____ MEDS: _____	LABS: _____ MEDS: _____		
Notes: _____ D/C Plan: _____	Notes: _____ D/C Plan: _____		
BED#: _____ PT: _____ Age: _____ M / F	BED#: _____ PT: _____ Age: _____ M / F		
DX: _____ MD/APP: _____ Allergies: _____ Orientation: AO x _____	DX: _____ MD/APP: _____ Allergies: _____ Orientation: AO x _____		
VS: HR: _____ BP: _____/_____ RR: _____	VS: HR: _____ BP: _____/_____ RR: _____		
TEMP: _____ O2 SAT: _____(on _____)	TEMP: _____ O2 SAT: _____(on _____)		
IV: _____ ETCO ₂ : _____	IV: _____ ETCO ₂ : _____		
LABS: _____ MEDS: _____	LABS: _____ MEDS: _____		
Notes: _____ D/C Plan: _____	Notes: _____ D/C Plan: _____		



Texas Emergency Medical Task Force
 Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Patient Report:			
Wing: T&R / R / Y / G			
BED#: _____	PT: _____	Age: _____	
M / F			
DX: _____ MD/APP: _____		DX: _____ MD/APP: _____	
Allergies: _____ Orientation: AO x _____		Allergies: _____ Orientation: AO x _____	
VS: HR: _____	BP: _____/_____	RR: _____	
TEMP: _____	O2 SAT: _____(on _____)		
IV: _____	ETCO ₂ : _____		
LABS: _____	MEDS: _____		
Notes: _____	D/C Plan: _____		
BED#: _____	PT: _____	Age: _____	
M / F			
DX: _____ MD/APP: _____		DX: _____ MD/APP: _____	
Allergies: _____ Orientation: AO x _____		Allergies: _____ Orientation: AO x _____	
VS: HR: _____	BP: _____/_____	RR: _____	
TEMP: _____	O2 SAT: _____(on _____)		
IV: _____	ETCO ₂ : _____		
LABS: _____	MEDS: _____		
Notes: _____	D/C Plan: _____		



Shift Change Operations Report

Date Approved: March 10, 2025

Date Revised:

Incident Details	
Shift Details	Incident / Event: _____ Operational Period (OP): _____ Date: _____ Shift Start: _____ Shift End: _____ Total # of Staff: _____ On Duty: _____ Off Duty: _____ Additional teams/assets assigned to MMU: Weather Report: (forecast, watches, warnings, etc.)
On Duty Leadership	TFL: _____ Operations Manager: _____ Group Supervisor: _____ Logistics Manager: _____ Team Leads: Pharmacy: _____ Charge Nurse(s): _____ Triage & Registration (T&R): _____ Critical Care / RED (R): _____ Moderate Care / Yellow (Y): _____ Minor Care / Green (G): _____



Mobile Medical Unit Annual Training

Date Approved: March 10, 2025

Date Revised:

Purpose

To establish guidelines for the required annual training for members of the Emergency Medical Task Force, Mobile Medical Unit (MMU) to maintain proficient skills and knowledge for disaster response. Members must attend 50% of team trainings a year to keep their membership status as active.

Scope

It is impossible to prepare and train for all possible scenarios the Mobile Medical Unit team may encounter during deployments. The overall mission goals of the team is one that can be achieved by keeping members skills and knowledge base up to date through annual training and skills review.

General

It is within the mission of the Emergency Medical Task Force to provide quality and qualified training covering the various aspects of deployments. The spirit of this guideline is not to hinder the annual training process, but rather, to establish a unified system to ensure that the training meets standardized safety parameters, thus ensuring the safety of all training participants.

Clinical Skills Training

All active members of the MMU clinical team have been selected in part due to their clinical competency in the field of emergency medicine. Skills training is designed to keep the clinical team familiar with the equipment and procedures that they may not routinely perform or utilize within their day to day job.

All members of the clinical team must show clinical competency annually in the following skills and or procedures:

- Operation of the Cardiac Monitor / Defibrillator
 - General Operations
 - 12 Lead EKG
 - Defibrillation
 - Pacing
 - CO2 Monitoring
- Oxygen delivery systems



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

- Ventilator Operations
- EZ-IO
- Vascular Doppler
- Spinal Immobilization
- Field Triage / Assessment
- Landing Zone Safety / Operations

Other recommended training:

- ISTAT
- IV Pumps / syringe pumps
- Ultrasound
- Other regional specific training



Texas Emergency Medical Task Force
Standard Operating Guidelines: TX EMTF Mobile Medical Unit

Mobile Medical Unit Operations Training

All members of the MMU clinical and logistics team members are responsible for physical set up of the MMU and associated equipment. Members are also responsible for the demobilization of all equipment during training and deployments. Skills that all members should be proficient in include:

- Site selection and preparation
- Operations of lift winch
- Flooring
- Deploying and Demobilization of tentage/shelter, equipment & supplies
- Basic power operations
 - Generator Safety
 - Lighting
 - Window Panels
 - Spider Boxes
- Water Operations

Prior to training, the person conducting the training should ensure the safety of all members and equipment on the training grounds. To help ensure that all precautions are taken the person conducting the training or safety officer should use the “MMU Training Safety Check Sheet” (App 7), this check sheet address the following:

- Pre-Training
 - All participants briefed
 - Members and instructor assignments introduced
 - Safety rules explained
 - Safety Officer established
 - All necessary equipment donned
- Post Training
 - All personnel accounted for
 - Training grounds inspected for any equipment or supplies not yet secured
 - Training critique conducted
 - Training roster completed