

	 STANDARD ADMINISTRATIVE POLICY	
	Subject:	Line-of-Duty Death & Serious Injury Policy
	Reference Number:	SAP-DEP-032
	Effective Date:	1 December 2007
	Last Revision Date:	N/A
	Signature of Approval:	 J. Dan Eggleston, Chief

Purpose:

The purpose of the policy is to set forth a general outline for handling line-of-duty-deaths and serious injuries.

Scope:

This policy applies to Albemarle County Fire Rescue stations, organizations, and personnel. This adopted response plan is intended to supplement the existing programs and policies of individual stations. It is not intended to replace station-specific policies; the intent is to provide a framework for handling LODDs and serious injuries for stations that do not have existing programs and to enhance and improve existing programs.

Background:

The death or serious injury of a fellow firefighter and/or EMS provider is often a difficult time for the entire department. Many details and arrangements need to be addressed in a fairly short period of time. It is vital that our organization take the responsibility to plan for such an event and execute proper arrangements flawlessly to honor our brother(s) and/or sister(s).

This policy was adopted at the November 2007 meeting of the Albemarle County Fire Rescue Advisory Board.

Definitions:

Line-of-Duty-Death (LODD) – a death to personnel while engaged in operational or administrative tasks or responsibilities.

Policy:

1. Emergency Notification Data Sheet
 - a. All personnel, volunteer and career, will complete an Emergency Notification Data Sheet as part of the application, employment, or selection process.
 - b. These records shall be maintained by his/her station in a secure, confidential fashion.

2. Line-of-Duty-Death or Serious Injury
 - a. The Albemarle County Department of Fire Rescue adopts the International Association of Fire Chiefs Line-of-Duty-Death Response Plan as the general policy for handling line-of-duty-deaths and serious injuries.
 - b. While exceptions to this plan may be necessary on a case-by-case basis, the plan provides a solid framework for the basis of preparing for, planning, and executing events surrounding a LODD or serious injury.

References:

- Emergency Notification Data Sheet
- IAFF Line-of-Duty-Death Response Plan