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| Section: Organizational Planning and Preparedness- 102.00 | | | |
| SOP # 102.01 | Subject: Mutual Aid Responses | | Page: 1 of 2 |
| Effective: 02/17/2022 | | Authorized: Tiffany Lamp- Asst. Director | |
| Revised: | | Authorized: | |

Rural Pope County Emergency Medical Services

Standard Operating Procedures

102.01.01 Purpose

To define the policies and procedures regarding mutual aid responses to partner jurisdictions and/or agencies.

102.01.02 General

In the community of emergency services, mutual aid is an agreement among jurisdictions to lend assistance across jurisdictional boundaries. This may occur due to an emergency response that exceeds local resources, such as a disaster or a multiple-alarm fire. Mutual aid may also be ad hoc, requested only when such an emergency occurs. It may also be a formal standing agreement for cooperative emergency management on a continuing basis, such as ensuring that resources are dispatched from the nearest fire station, regardless of which side of the jurisdictional boundary the incident is on. Agreements that send closest resources are regularly referred to as "automatic aid agreements".

As a standard practice, Rural Pope County Emergency Medical Services participates in mutual aid agreements with all willing agencies in the surrounding areas.

102.01.03 Policy

1. Mutual Aid Agreements will be maintained with surrounding partner jurisdictions and agencies.

2. Mutual Aid Agreements will be reviewed and updated every ten (5) years or as needed.

3. All requests for mutual aid shall come through the Pope County Sheriff’s office. Personnel may not self-dispatch.

4. Dispatched personnel and apparatus shall perform to the scope and standards of their capabilities and competencies in mutual aid jurisdictions the same as they would in Pope County.

5. Dispatched personnel and apparatus shall respect and follow the established chain of command while operating in a mutual aid jurisdiction.

6. Only administrative staff members have the authority to decline a mutual aid request, field personnel are to contact an administrator on their chain of command if a mutual aid call is requested.

7. Administration will only decline mutual aid requests in the event of high call volume for Rural Pope County Emergency Medical Services, or if the ambulance is out of service due to maintenance or any reason.

102.01.04 Procedures for Personnel

1. Once dispatched to a mutual aid incident, personnel should acknowledge the dispatch with the Pope County Sheriffs Office and then switch over to the designated mutual aid channel for further communication with the requesting mutual aid jurisdiction.

2. If dispatched to a mutual aid incident where integration into an established command structure is required, personnel should report as instructed and perform their duties to the best of their capabilities as assigned.

3. Once the mutual aid call has been completed, personnel should clear with the mutual aid 911 communications center and then notify the Pope County Sheriffs office of their updated status.