



Carlisle Fire Company Inc.

PO Box 292 – 615 NW Front St Milford De 19963

Phone (302)422-8001 Fax (302)422-2146 Web: www.carlisle42.com

Office of the Fire Chief

Policy 4215-012

Policies and Directives

MEMBER INJURY OR ILLNESS POLICY [2020-02]

To provide a systematic process for the reporting and proper documentation of injuries sustained while on or off duty and member illness.

1.0 Injury on Duty:

1. Member will immediately report the injury to the Fire Chief, or his/her designee in line with chain of command acting as ranking officer.
2. The Fire Chief or ranking officer will determine the need for the member to be evaluated by EMS on scene and if transport to the hospital will be required.
3. The Fire Chief or ranking officer will make contact with the members emergency contact and advise them of the incident should the injured member be transported to the hospital.
4. Should the member not require long term medical care, the member shall immediately contact the Carlisle Fire Company Administrative Secretary for the workman's compensation first report of injury questionnaire and filing procedures.
5. The members treated by a physician or in an emergency room will refrain from riding Carlisle Fire apparatus and other ride along companies for fire alarms and events until cleared by a licensed physician to do so.
6. Members are still allowed to non-emergency respond and receive fire credit for fire alarms and perform administrative duties as necessary.
 - Injuries to Line Officers will immediately be reported to the Fire Chief and follow all procedures listed above. If the Fire Chief is injured on duty, the Deputy Chief must immediately be contacted and the above procedures will be followed.

1.1 Injury off Duty:

1. Members receiving off duty injuries that require medical attention will refrain from riding Carlisle Fire apparatus and other ride along companies for fire alarms and events until cleared from a licensed physician to return to full duty.
2. Members are still allowed to non-emergency respond and receive fire credit for fire alarms and perform administrative duties as necessary.
 - Non duty injuries that require medical attention examples: Sprains, fractures, or broken bones. Back injuries. Concussions. Wounds requiring sutures. Eye injuries. Heart attack or stroke. Seizures, etc.

1.2 Surgical/medical procedures:

1. Members who receive surgical or medical procedures will refrain from riding Carlisle Fire apparatus and other ride along companies for fire alarms and events until cleared from a licensed physician to return to full duty.
2. Members are still allowed to non-emergency respond and receive fire credit for fire alarms and perform administrative duties as necessary.
3. Members who may be out of service for any length of time concerning this section shall consider the medical leave option as stated in Carlisle By-laws Article 19 Section 2.

1.3 Life Altering Illness:

1. Any member who experiences a life altering illness that renders him/her unable to perform active duties will refrain from riding Carlisle Fire apparatus and other ride along companies for fire alarms and events until cleared from a licensed physician to return to full duty.
2. Members who may be under a doctor's care for any length of time concerning this section shall consider the medical leave option as stated in Carlisle By-laws Article 19 Section 2.
3. Members are still allowed to non-emergency respond and receive fire credit for fire alarms and perform administrative duties as necessary.
 - Life altering illness may include but not limited to: Cancer, Heart Attack, COPD, Brain injury, etc.

2.0 Pandemic Virus:

- **For the purpose of this section, a pandemic virus will be known as the COVID-19 virus currently known as the national pandemic.**

2.1 On-Duty Exposure:

1. Any member that had exposure to a confirmed subject with COVID-19 will notify the Fire Chief or his/her designee immediately and remain away from other members. The Fire Chief or his/her designee will complete a Potential Exposure Form and first report of injury form for the officer. The Fire Chief will then relay this information to the administrative secretary. The member will then be asked to self-quarantine for 14 days away from Carlisle Fire Company property. The Fire Chief will then determine if notifications to other potentially exposed members are necessary. If the member is showing no symptoms after the 14-day quarantine, they will return to duty.

2.2 Off-Duty Exposure:

2. Any member that had exposure to a confirmed subject with COVID-19 will notify the Fire Chief by phone immediately. The Fire Chief will then determine if notifications to other potentially exposed members are necessary. The member will then self-quarantine for 14 days away from Carlisle Fire Company property. If the member is showing no symptoms after the 14-day quarantine, they shall return to duty.



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2.3 Infected Member:

1. Any member that is infected with COVID-19 should solicit and follow the advice of their medical provider. The member will notify the Fire Chief by phone immediately. The Fire Chief will then determine if notifications to other potentially exposed members are necessary. The member will then self-quarantine away from Carlisle Fire Company property. Once the member is no longer infected, he/she may return to duty, provided also with a negative test result from a COVID-19 testing center or a licensed physician.

2.4 Self-Monitoring of Members:

1. All members should monitor themselves for potential symptoms which may include cough, flu like symptoms, difficulty breathing, loss of smell/taste, or a temp above 99 degrees. Should any abnormal symptom be found, the member should report this to the Fire Chief immediately for future action only. The member should then contact their medical provider if necessary.

3.0 Quarantine Liaison Officer:

1. The Fire Chief or his/her designee will be designated as a liaison to all quarantined members. This liaison will be responsible for monitoring the health of quarantined and infected members. The Quarantine Liaison Officer may also be responsible for approving when members may return to duty.

4.0 Failure to Report:

1. Any member knowingly or intentionally failing to report as stated in this policy any injury, illness or exposure relating to a pandemic shall be held accountable for gross misconduct considering endangering the health or wellbeing of other members.
2. Failing to report as stated in this policy shall be punishable by Carlisle Fire Company By-Laws Article 25; Section 2, Subsection A.