

# **THE VILLAGE OF HAINES JUNCTION**

## **POLICY INDEX**

### **SECTION 2 PROTECTIVE SERVICES**

**POLICY 001 – 08**

#### **INTENT OF POLICY**

**WHEREAS THE VILLAGE OF HAINES JUNCTION WOULD LIKE TO ENCOURAGE MUNICIPAL STAFF TO CONSIDER ACTING AS AMBULANCE DRIVERS IN ORDER TO AUGMENT THE NECESSARY ON CALL PERSONNEL FOR THIS COMMUNITY SERVICE, THEREFORE THE FOLLOWING POLICY IS APPROVED BY COUNCIL THIS DAY;**

#### **INPLEMENTATION**

**ANYONE ANSWERING AN AMBULANCE CALL, WILL ENSURE THAT NOTIFICATION IS MADE TO THE IMMEDIATE SUPERVISOR AS SOON AS POSSIBLE.**

**ANY AMBULANCE DUTY CALLS BEING ANSWERED DURING A REGULAR SCHEDULED SHIFT WILL SEE THE INDIVIDUAL BEING 'TOPPED UP' TO THEIR STANDARD RATE OF PAY FOR THOSE REGULAR SCHEDULED HOURS IN WHICH THEY WERE DRIVING THE AMBULANCE,**

**ON ANSWERING AMBULANCE CALLS IN THE EARLY MORNING A.M. PRIOR TO REPORTING FOR WORK, THAT THE VILLAGE WILL ALLOW FOR A BREAK AT THE END OF THE CALL, OF A MINIMUM OF 4 HOURS BEFORE REPORTING TO COMMENCE A SHIFT. ANY MISSED SHIFT HOURS MAY THEN BE MADE UP SOMETIME DURING THE WORK PERIOD ON THE APPROVAL OF THE IMMEDIATE SUPERVISOR.**

**SHOULD A CALL OUT END DURING A SHIFT, IT WOULD BE EXPECTED THAT THE INDIVIDUAL WOULD THEN RETURN TO COMPLETE HIS/HER SHIFT.**

**IN TRYING TO BE FLEXIBLE TO THE DIFFERENT SCENARIOS THAT MIGHT ARISE, IT IS DISCRETIONARY ON THE PART OF THE IMMEDIATE SUPERVISOR TO ENSURE THAT THE VILLAGE OF HAINES JUNCTION HAS THE APPROPRIATE STAFF ON HAND FOR ANY POSSIBLE EMERGENCY OR COVERAGE NECESSARY.**

**IF TRAINING IS REQUIRED, THE IMMEDIATE SUPERVISOR WILL CONSIDER OPTIONS OF CHANGING SCHEDULES TO LIMIT CLASHES WITH SET SHIFTS.**

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*Approved at meeting 2/6/08 meeting of Council  
Motion # 58 /08*