

# Standard Operating Procedures Manual

## **City of Poquoson Fire and Rescue**



### **City of Poquoson Fire and Rescue**

101 City Hall Avenue  
Poquoson, VA 23662  
757-868-3510  
F757-868-3514

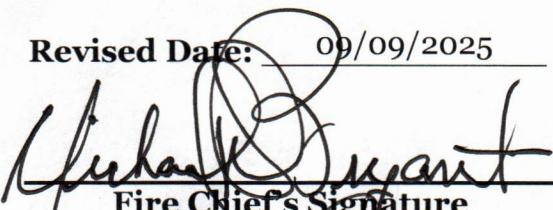
### **GENERAL ADMINISTRATION**

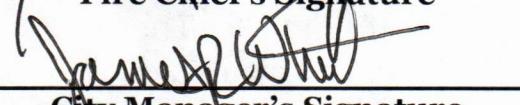
**SOP#:** GA 26.00

**Title:** Athletic Event Standbys

**Effective Date:** 10/1/2015

**Revised Date:** 09/09/2025

  
Fire Chief's Signature

  
City Manager's Signature

  
School Superintendent's  
Signature

### **ATHLETIC EVENT STANDBYS**

#### **I. PURPOSE**

To establish requirements, responsibilities and staffing provided by City of Poquoson Fire and Rescue in support of Poquoson Schools athletics.

This SOP is not all-inclusive and cannot encompass all situations that may be encountered.

#### **II. APPLICATION**

All career and volunteer personnel.

### **III. PROCEDURES**

#### **General Guidelines**

The City of Poquoson Fire/Rescue will provide a staffed ALS Medic Unit for each requested Athletic Event. The game schedules will be provided by the School System to Fire Administration prior to the beginning of each season. Any changes to these schedules must be submitted to Fire Administration prior to the game to allow for arranging a Medic Unit.

The Medic Unit and crew will be located inside the Park Street gate. If the All-Terrain Vehicle (ATV) is used, it will be located with the Medic Unit at the Park Street gate.

On arrival at the field, the Attendant in Charge of the Medic Unit will locate the Poquoson Trainer. This meeting will occur face-to-face and will determine the method of communication to be used during the game. Fire Department staff will also ensure the Trainer is aware of where the medic crew will be located and how to request assistance from the EMS providers.

#### **Minimum Requirements**

The provided Medic Unit will be staffed with a minimum of one EMT and one Intermediate or Paramedic as per the Virginia standards for EMS staffing.

If the ATV is used, it will be staffed with a minimum of one Released Driver and one Released ALS provider. The EMS crew assigned to the Medic Unit will not be split to staff the ATV. These personnel will remain with the ATV at all times and be available to respond if needed. If the ATV is on the football field and available for use, it will be stocked with the necessary equipment for the treatment and transport of a sick or injured person. Such equipment includes a stretcher, immobilization equipment, first aid kit, etc. The ATV **will not** be used to transport a person without the proper safety restraint

system (such as stretcher locks and seatbelts).

### **Treatment and Transport**

If any person requires medical treatment and transport from the game that is **not** a football player, an additional Medic Unit will be called for that transport. This will allow the Medic Unit assigned to the football game to remain on site throughout the game.

If a **football player** requires medical treatment and transport from the game, the Medic Unit assigned to the game will transport and an additional Medic Unit will be sent to the game for standby if staffing permits.

### **Payment**

Career Fire Department members assigned to the Medic Unit on standby will be considered At Will employees of the school system and exempt from FLSA requirements regarding their Fire Department position. The school system will pay each member of the Medic Unit crew a flat rate of \$50/hour.