

WEST ESSEX FIRST AID SQUAD, Inc.

PO BOX 662, WEST CALDWELL, NJ 07007-0662

NEW MEMBER INFORMATION

Membership

After your application file is complete, you will be voted into the Squad at the next business meeting. Business meetings are held the first Tuesday of each month (unless it falls on a holiday). If you are 18 years of age or over you will be voted in as an Associate member. If you are under 18 years of age you will be voted in as a Junior member. Associate or Junior membership is a probationary period during which the Squad can assess your interest and level of participation and during which you can see if the Squad is for you. Associate membership continues for a minimum of six months. Junior membership continues until your 18th birthday with a minimum time of six months. After completion of Associate or Junior membership, you are eligible to be voted in as an Active member with full membership privileges including voting.

As an Associate or Junior member you are welcome to attend business meetings and you are expected to actively participate in our training programs. If circumstances change and you are not able to actively participate in Squad activities for a limited period, you may submit a written request for a personal leave to the President. Leaves may be requested for a maximum of six months after which you must resume your active participation or request another leave. There is no maximum limit to the number of consecutive leaves that you may request, however approval of leaves is solely at the discretion of the Squad membership.

Training

After you have been voted in as a Squad member, you will be contacted by the Squad Training Officer to schedule your training. The Squad runs ongoing new member training classes including Red Cross First Aid, Red Cross or Heart Association CPR, bloodborne pathogens, lifting and moving, Squad policies and procedures, scene safety, ambulance equipment orientation, etc. The entire sequence takes approximately eight weeks. Most sessions are usually run on weeknights with the First Aid and CPR each usually run on a Saturday or Sunday.

When you have completed the new member training classes, you will be assigned to a weeknight crew for additional "on the job" training. This is the time when you will begin to go out on the ambulance – at first to observe and then to participate in patient care. Junior members may not ride past 10:00 p.m. on nights before school. If you are absolutely unable to train with a weeknight crew, special arrangement can usually be made.

If you already have advanced training, such as EMT, or have experience riding on another Squad, individual training and orientation arrangements can usually be made.

Riding Schedules

The Squad operates 24 hours a day, seven days a week. This is managed by four schedules as follows:

Day: The day schedule covers Monday thru Friday, 6:00 a.m. to 6:00 p.m. The schedule is broken into one-hour blocks. Riding Squad members with any available time on weekdays are placed on the schedule. The day schedule is revised and issued monthly.

Night: The night schedule covers Sunday thru Friday evenings from 6:00 p.m. to 6:00 a.m. the following morning. We try to maintain two crews each of three to four members each night. The night schedule is revised and issued as required.

Weekend Rotation: The weekend rotation schedule covers the period from 6:00 a.m. Saturday to 6:00 p.m. Sunday (i.e., three 12-hour periods). There are twelve rotation crews listed on this schedule. Each crew is either a "12-hour" crew
On a rotating basis, "12-hour" crews will ride 12-hour shifts on Saturday (day), Saturday (night), and Sunday.

Saturday and a 12-hour shift on Sunday.

To share the load all riding members are strongly encouraged to ride on the weekend rotation schedule, if at all possible. The weekend rotation schedule is revised and issued every three months.

Holiday: The holiday schedule covers most national holidays in 12-hour shifts. A sign-up sheet is posted at the beginning of the year and riding members have the opportunity to sign up for the holiday of their choice. Any unfilled openings will be randomly assigned.

Squad Dispatchers

The Squad uses volunteer dispatchers to communicate call information from the Police Department to the Squad crew; to keep track of crew and ambulance availability; and to assemble crews through radio paging when additional members are required to answer emergency calls. To perform his/her duties, the on-call Squad Dispatcher must know whether assigned crew members are riding their shifts. The Squad Dispatcher phone number is 973-403-8568.

Shift Coverage

When a riding Squad member is unable to ride their assigned shift, they must get another riding Squad member (or members) to cover the shift. If the crew has sufficient members, the officer in charge of the crew may waive the requirement for shift coverage on a case-by-case basis. The officer in charge of the crew and the on-call Squad Dispatcher must be notified of any shift coverage.

As a new training member, you are not required to get another member to cover your riding shift if you are unable to ride. You are, however, required to notify the officer in charge of your crew that you will be missing your shift.