ARES MEDICAL SERVICES COMMUNICATION TEAM
CALL-OUT PROCEDURE

In the event of a large-scale natural or technological disaster the following procedure is to be used:
- one that is large enough to be noticed by many w/o pager or phone call-out
- one that involves a pager or phone call-out

1. King County ARES Team leader(s) will establish a net on 147.080 -/R (T 103.5) to assess situation, and determine need for call-out.

2. First person on frequency takes Net Control until Net Manager, or designee, assumes control of net.

3. One team leader should be assigned to monitor/check-in to State Emergency Net on 3.987, and report back.

Medical Services Team Members:

4. Members of individual local teams, or special teams such as the Medical Services Team, should establish a net on the team's designated repeater frequency, or the team's designated simplex frequency if repeater not available.

5. If MST Pager alert has not been issued, Net Control or designee should initiate a Leadership and appropriate Regional page.

6. Medical Services Team designated repeater is 146.90 -/R (T 103.5). In the event of repeater failure, use the output of the repeater, 146.90 S. Other UHF and 6M repeaters are linked into the system.

7. First person on frequency takes Net Control until Team Leader, or designee, assumes control of net.

8. Net Control should take a roll-call of team members, and determine each individual's availability. They should then await further instructions.

9. Team Leader(s) will determine need for deployment of team members to various agencies/facilities in need of support, and make assignments accordingly. An **Emergency Worker Daily Activity Log MST-006 or (DEM-078)** form should be initiated upon team activation.

10. In the event that no direction is forthcoming from Team Leaders within one hour of the event, and member(s) believe that there is a need for their services, member(s) should make their way to their pre-assigned medical facility or agency, or to the nearest facility which might be in need of assistance. If services are not needed at that facility, attempt to contact a Net Control Station again, and ask for direction on next assignment or standing down.

11. Operators who are assigned to a facility are asked to stay at their post until relieved by another operator, or asked to stand down by a Team Leader.

12. Upon termination of activation, Team Leader(s) should write an "**After-Action" or Debriefing Report**, summarizing the details of activation, response, any reportable incidents, etc. **Emergency Workers Daily Activity Log** should be completed and submitted with the report to the sponsoring Emergency Management agency.

13. If an Emergency Worker is injured while on duty, render immediate medical care appropriate to the situation, notify worker's family, and Duty Officer of sponsoring Emergency Management Agency. If possible obtain a written or verbal report from the injured worker, and from any available witnesses. Information should be submitted to sponsoring Emergency Management Agency, on Medical Expenses Claim Form (DEM-084) within 24 hours of incident, or ASAP.

14. Sponsoring Emergency Management Agency is to be notified of a major property loss incurred by an Emergency Worker. Claim should be submitted on DEM-086 form.