



Burlington Fire Department



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Section: 02 - EMS	
SOG Number: 02.04	Effective Date: 03.14.2022
Subject: Emergency Aircraft Response for Receiving and Transporting Patients	
By Order of Fire Chief Steven A. Locke	

I. Purpose:

To provide Burlington Fire Department personnel a guideline for receiving and transporting a patient from the UVM Helipad or BTV Airport to the University of Vermont Medical Center.

II. Scope:

This guideline applies to all Burlington Fire Department personnel who respond to the UVM Helipad located at 290 East Avenue, Burlington, and the Burlington International Airport - Heritage Aviation, 228 Aviation Avenue, South Burlington. This policy will address: proper response procedure for incoming aircraft, appropriate PPE, radio procedures, unloading patients from the aircraft, transporting procedures to the University of Vermont Medical Center, and post transport procedures.

III. Definitions:

520 Dispatch: The call sign used by The University of Vermont Police Dispatch.

630 Dispatch: The call sign used by South Burlington Fire and Rescue Dispatch.

IV. Guidelines:

A). Emergency Aircraft Response:

1. Able will receive a request that an aircraft is inbound and is in need of an ambulance. Dispatch will transmit the following information:
 - a. BFD Ambulance (1, 2, or 4), respond to UVM Helipad or Heritage Aviation, nature of call, and the ETA of the inbound aircraft.

- (1) If the aircraft has landed, an emergency response will be initiated.
Communication and updates will be provided through the appropriate dispatch agency; (See Radio Procedures.)
2. The BFD ambulance will stage at a dedicated section of the helipad or tarmac until the aircraft has made contact with the ground.
 - a. The ambulance staging area at the UVM Helipad will be in front of the UVM Rescue Quarters.
 - (1) Once the helicopter has landed, the driver of the ambulance will utilize the RTS person as a spotter, and back the ambulance to the edge of the helipad being mindful of the blades of the helicopter. The ambulance will be positioned facing the University of Vermont Medical Center.
 - b. The staging area for Heritage Aviation will be dictated by the personnel working the gate located at the end of Aviation Avenue next to the tarmac.
 - (1) Make contact with the gate attendant, and position the ambulance under the direction of the ground personnel on site.
3. Night Operation:
 - a. When parked and awaiting an aircraft at night, utilize the ambulance parking lights. If headlights are used, make sure the ambulance is facing away from the aircraft landing zone.
 - b. Never have emergency red lights activated when an aircraft is approaching the landing area. Be mindful when using flashlights.

B). Required Safety and PPE:

1. Burlington Fire Department members minimally will don safety glasses and medical gloves, before approaching the aircraft. Be mindful of:
 - a. Unsecured clothing and equipment
 - b. Hazards or debris in the area
 - c. Keep head low
 - d. Proper PPE for various medical conditions

C). Radio Procedures:

1. BFD Ambulances do not have a frequency to communicate directly with the pilot and or flight crew.
 - a. Radio communication and updates will be conducted using “520” Dispatch for UVM Helipad and “630” Dispatch for Heritage Aviation Aircraft. The responding ambulance will sign on with the appropriate dispatch and provide the following information.
 - (1) Responding
 - (2) On scene
 - (3) The Helicopter or Aircraft has landed safely

- (4) Transporting
- (5) Off at the UVM Medical Center.
- b. Continue to use Crewforce application for these events, and advise Dispatch - Able with any emergent radio traffic.

D). Unloading Patients from the Aircraft:

1. Helicopter & Fixed Wing Aircraft
 - a. Make eye contact with the pilot and or flight crew. Await confirmation to approach, be mindful the blades may still be spinning.
 - b. The engine of the aircraft may still be running, approach the airplane when directed to do so by the pilot and or flight crew.
 - c. Prior to unloading the stretcher, removed the bottom sheet, pillow and blankets. The fixed black pad will remain on. Make sure all items on the stretcher are secure.
 - (1) Unload the stretcher and approach the aircraft rear patient compartment.
 - (a) Make contact with the Flight Crew and listen to the directions they have to remove the patient out of the aircraft.
 - (b) Collectively, remove the patient from the aircraft, keeping the patient interventions uninterrupted.
 - (c) Load the patient into the ambulance along with the flight crew.

E). Transporting Patients and the Flight Crew to University of Vermont Medical Center:

1. The flight crew remains the primary care providers for the patient.
2. A BFD member must be the driver of the ambulance, the other crew member will accompany the flight crew in the back of the ambulance.
 - a. The BFD member in the back of the ambulance will facilitate the flight crew with any equipment, or medical procedures to which that BFD member is licensed to perform.
3. The flight crew will advise to transport emergency or non-emergency.
4. Transport will be to the University of Vermont Medical Center - Emergency Department initially. The flight crew will advise if they will be taking the patient to another unit at arrival of the Emergency Department.

F). Post Transport Procedure

1. Once the patient and flight crew have been delivered to the designated Unit/Floor, the following will occur:
 - a. Make sure the flight crew has all of the equipment and supplies they came with.
 - b. Receive an electronic signature from the nursing staff.
 - c. Complete a Siren EMS form indicating transfer of patient.
2. The BFD ambulance crew will return to the emergency department for:

- a. Decontamination of stretcher and ambulance.
 - b. Restocking of supplies.
3. It is the flight crew's responsibility to coordinate a ride with UVM Medical Center Security back to the helipad or BTV Airport. In some instances BFD crews may be asked to assist the flight crew and equipment back to their aircraft.

V. Responsibility:

It is the responsibility of all members to read, understand and follow this Standard Operating Guideline

Revision History			
Revision Date	Section	Summary	Principal Author
6/14/2019	EMS	Aircraft Emergency Transport	J. Raymond
10/06/2021	IV.B.d IV. F. 3	PPE, Return	BC Murphy