

ORIENTATION CHECKLIST

Equipment and Supplies	Date Attempted	Pass / Fail	Preceptor(s)	Notes
Locate and demonstrate where equipment and supplies are kept in each ambulance.				
Locate and demonstrate rotation of in-ambulance restock supplies				
Locate maps and resource books in each ambulance.				
Demonstrate location of keys.				
Facilities/Locations				
Williamstown Commons Nursing Facility/25 Adams Rd., Williamstown				
Sweetbrook Nursing Home/Cold Spring Rd., Williamstown				
ProprietorsField/118 Church St., Williamstown				
MeadowVale Apartment/35 Adams Rd., Williamstown				
Sweetwood/1611 Cold Spring Rd., Williamstown				
North Adams Commons Nursing Facility/Franklin St., North Adams				
North Adams Regional Hospital/Hospital Ave., North Adams				
Berkshire Medical Center/North St., Pittsfield				
Southwestern VT Medical Center/Bennington, VT				
"Turning Point" /45 Adams Rd., Williamstown				
Williamstown Medical Associates/Adams Rd., Williamstown				
The Spruces Retirement Park/Williamstown				
Williamstown Police Department				

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Radio/Telephone Procedures	Date Attempted	Pass / Fail	Preceptor(s)	Notes
Demonstrate knowledge of hospital access frequencies.				
Patient Radio Reports				
#1- V				
#2- V				
#3- V				
#4- V				
#5- V				
Demonstrate ability to use cellular phone in each ambulance.				
Demonstrate ability to use mobile-radio, channel selector, and PA system in each ambulance.				
Demonstrate ability to use and locate PAC RT.				
Demonstrate working knowledge of headquarter telephone and radio use.				
Demonstrate ability to adequately attain incoming call information.				
WEMMS Protocols				
Demonstrate working knowledge of current protocols.				
Locate protocol book in each ambulance.				
Infection Control				
Read and understand Infection Control Policies and Procedures.				
Locate personal protective equipment in each ambulance.				
Demonstrate cleaning and disinfecting contaminated equipment.				
Complete, within one year of employment, an approved Infection Control/Bloodborne Pathogens class.				
Vehicle Operation				
Demonstrate working knowledge of warning devices.				
Use of parking brake.				
Use of inverter.				
Use of battery shut-off				
Demonstrate fueling procedures.				
Completion of VAS sponsored driving course.				

ORIENTATION CHECKLIST

Patient Care	Date Attempted	Pass / Fail	Preceptor(s)	Notes
Trauma Assessments				
#1- V				
#2- V				
Medical Assessments				
#1- V				
#2- V				
#3- V				
#4- V				
#5- V				
Equipment Demonstration				
Onboard and portable suction units				
Cot and straps				
Long-board				
K.E.D.				
Scoop stretcher				
Stairchair (all types)				
Collars and Head Immobilizers (all types)				
Onboard and portable oxygen tanks				