

MEDSTAR AMBULANCE, INC.

RIDE ALONG PROGRAM

PLEASE KEEP THIS COPY OF THE PROGRAM GUIDELINES FOR YOUR INFORMATION AND FUTURE REFERENCE

1. To participate in the ride along program you must complete a ride along request form, attach copies of any EMS licenses and certifications or state the purpose of your request. Once we receive it, we will consider your request and you will be notified if approved. You may NOT ride along until your request has been accepted and approved. Participation in the ride along program DOES NOT guarantee any future employment with our company. MedStar reserves the right to disapprove any request without cause.
2. You may sign up in person or by phone for shifts with the appropriate person at any of the three locations listed. Available shifts will be marked on a ride along schedule and are on a first-come first-served basis. In addition, please be aware of the following.
 - a) MedStar employees will have priority over non-MedStar employees.
 - b) Paramedic students doing provisional run time will have priority over EMT-B or non-EMS riders to run with Paramedic supervisors.
3. If you will be unable to make a shift you are signed up for, please call ASAP so someone else might be able to ride on your shift and as a convenience to the crew.
4. PLEASE BE ON TIME. The crew will try to be at the base you are scheduled at around your scheduled time, unless they are on a call.
5. If you arrive and the crew is not there, call dispatch at one of the numbers listed in these guidelines and tell them you are there. Wait AT THE BASE for the unit. They may be able to drive by and if you are not there, you may miss them.
6. What To Wear: White dress/uniform shirt. Current certification patches are okay.
Black/Dark Blue slacks/EMS pants.
Black shoes and dark socks.
Gold/Silver nametag or ID is desirable, but not required.
Clean neat appearance.
In cold weather bring a coat, or whatever will keep you warm, as we are often outside for long periods of time. Preferably Navy or Black with NO advertising, logos, ECT..
Riders who do not comply with the clothing requirements will not be allowed to ride their scheduled shift and will be asked to leave by the crew or a member of management and may be disqualified from any future participation.

7. You must wear seat belts at all times when the vehicle is in motion, unless it is impossible to do so. You may NOT drive the ambulance at any time for any reason. EMT-B riders are not permitted to treat patients they are only permitted to observe and perform limited tasks as instructed by crew.
8. You are expected to observe courteous, common sense behavior towards our patients, crews, facility staff and any other people you may come into contact with while on our ambulance.
9. At the completion of your shift please sign the rider sheet/form at the post so we can keep track of your ride along hours for future reference. Students doing provisional run time will not have their hours counted and turned in unless they sign.
10. You must be at least 18 years old in order to participate in the ride along program.
11. There is a limitation of ride along time of a maximum of 288 hours per year, unless you are a Paramedic student in classes or doing provisional runs.
12. While we do encourage potential job applicants to participate in the ride along program before applying, participation is NOT a guarantee of future employment. Participation in the program is not necessary prior to being considered for employment, but is preferred if you are a newly certified EMT-B/Paramedic with limited or no emergency medical services experience. If you are interested in applying for employment you must complete our employment application and you will be considered along with ALL potential applicants based upon our staffing needs.
13. Riders are expected to follow all direction from the crew at all times and to adhere to all safety rules, including wearing of any personal protective equipment as directed by the crew.
14. Riders who do not comply with these rules will be asked to leave and will not be allowed to ride again.
15. These rules are subject to change and/or revision at any time with/without notice.
16. ALL approved participants are required to take HIPAA (confidentiality) instruction before beginning any ride time. They are to adhere to all rules of confidentiality of patient, company, facility and employee information they may come into contact with visual, verbally or written. They are expected not to share this information with no one outside of MedStar at any time without the express written consent of or at the direction of the HIPAA Compliance officer of MedStar.

17. All participants are expected to report any illegal or unethical behavior or actions of anyone that they may come into contact with while participating in the ride along program to one of the program contacts or a member of management as soon as possible. This may be done anonymously and need not be done immediately unless it is detrimental to patient care or the safety of themselves and others.

CONTACT INFORMATION:

St. Clair County 610 E. Main St., Belleville, IL	Mary Ann Hahn	618-233-2383
Randolph County 705 Bradbury Lane, Sparta, IL	Chuck Kelley/Lee Davis	618-443-5061
Clinton County 1070 Franklin, Carlyle, IL	Greg Kees	618-594-7662
MedStar Dispatch	On duty dispatcher 24/7	800-426-9281