

**OKALOOSA COUNTY  
EMERGENCY MEDICAL SERVICES  
STANDARD OPERATING PROCEDURE**

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<b>Title:</b>	<b>Special Team Member Selection/Retention/Removal</b>
<b>Policy:</b>	<b>412.01</b>
<b>Purpose:</b>	<b>It is the policy of Okaloosa County EMS to maintain a high level of readiness for all situations that may be encountered. The Special Teams have been created to augment this objective.</b>

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This policy consists of the following numbered sections:

- 1. Policy**
- 2. Eligibility and Qualifications**
- 3. Process**
- 4. Retention/Removal of Members**
- 5. Accountability and Compliance**

**1. Policy**

Okaloosa County EMS Special Teams will provide medical/operational support and/or public relations as outlined in SOP 412.00. Okaloosa County EMS Special Teams will be staffed, trained, and maintained for utilization by the Planning and Training Section Commander. Utilization of the Okaloosa County EMS Special Teams for operations/deployment will be overseen by the Operations Section Commander, if scheduled. If unscheduled, the on shift Branch Commanders may utilize the team to fulfill an immediate operational need.

The Okaloosa County Emergency Medical Services Medical Director provides medical direction as outlined in the department's protocol.

**2. Eligibility and Qualifications**

To qualify for participation in the Special Teams selection process, all candidates must meet the following criteria:

- A. Possess current Florida EMT/Paramedic certification.
- B. Full time employment status; Relief status will be considered on a case-by-case basis.
- C. Cleared probation.
- D. No reprimands in last 24 months.
- E. No suspensions in the last 24 months.
- F. Obtain a recommendation from candidate's current EMS supervisor.
- G. For the Honor Guard and the Tactical Rescue Team, a majority vote by existing members will be considered by the Planning and Training Section Commander. The EMS Chief maintains the final approval.
- H. For the Critical Care Transport Team, candidates must possess advanced level certification (Certified Flight Paramedic, Certified Critical Care Paramedic, or equivalent).
- I. For the Field Training Officer Team, candidates must meet minimum qualifications as specified in Policy 503.00 Field Training Program.

**3. Process**

- A. Candidates must submit a letter of intent, with an explanation of why they should be considered for a specific team, to his/her EMS supervisor for confirmation of eligibility and approval.

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- B. The candidate's supervisor shall submit a recommendation (either approval or denial) of the request, supporting documentation of the decision, and the candidate's letter of intent to the Planning and Training Section Commander for consideration. The Planning and Training Section Commander will assess the team's needs and fit of the individual to fulfill the team's needs. The Planning and Training Section Commander will make his/her recommendation to the EMS Chief for the final decision.
- C. The candidate for the TRT/Tactical Medic team must comply with SOP 439.00.
- D. Newly selected team members will be required to complete and maintain all training requirements specific to the team appointed as directed by the Planning and Training Section Commander.

**4. Retention/Removal of Members**

The retention and/or removal of the Special Teams members will occur as directed by the EMS Chief. The OCEMS Special Teams are volunteer positions serving at the will of the EMS Chief and may be removed from the team at his/her discretion. The EMS Chief may also use discretion under extraordinary circumstances to extend or omit certain qualifications or processes for the operational needs of the team.

Current Special Teams:

- A. Honor Guard
- B. Tactical Rescue Team
- C. Field Training Officer
- D. Events Team
- E. Public Relations
- F. Infectious Disease Transport Team
- G. Critical Care Transport Team
- H. Tactical Medic/SRT

**5. Accountability and Compliance**

- A. It is the responsibility of the Planning and Training Section Commander to ensure qualifications and training standards are met and maintained by all EMS personnel involved in the Special Team activities.
- B. The Planning and Training Section Commander will provide quarterly analysis of all special teams operations — After Action Reports/Improvement Plans (if applicable), training attendance, current deployment capabilities, and certification status of members.

Policy #:	412.01
CAAS:	106.01.01 106.05.02
Author:	Hawley
Reviewed:	Leadership
Approved:	Leadership
Status:	Active
Effective Date:	11/20/2016
Revision Date:	08/12/2019