

Tempe Fire Department Policies and Procedures
Accident Procedures – Fire Department Vehicles
104.03
Rev 5-14-02

PURPOSE

To provide direction regarding the proper action to be taken in the event of an accident involving a Fire Department vehicle. These guidelines are to be followed in both emergency and non-emergency driving situations. In the event of an accident involving a Fire Department vehicle, the following actions are required:

GUIDELINES

The vehicle will not be moved from the accident scene.

- A. In injury situations, insure that appropriate emergency medical help is obtained. All persons involved need to be evaluated by ALS personnel and documentation gathered, even when they initially deny injury.
- B. In emergency response situations involving life safety, (i.e., drowning, fire with people trapped, etc.) where the involved vehicle is clearly the closest Fire Department unit and the accident is minor, the company officer or Fire Department member in charge must make a discretionary judgment and may proceed to the scene, immediately advising the Police Department of this action, and return to the accident scene as soon as possible.
- C. Have the Alarm Room notify the duty chief, the City Claims Officer, and Tempe Police Department of ALL vehicle accidents, no matter how minor.
- D. If an accident occurs during emergency response, have Alarm notify other units responding and/or have Alarm dispatch a cover company.
- E. The duty chief will insure that the Department Safety Officer and Support Services Battalion Chief is notified in writing as soon as possible.

General Information

In any type of accident, do not make statements to anyone except the Police or City Claims Officer. You are not to discuss the accident with anyone at the accident scene, friends, or neighbors until the case has been settled.

A full written report must be submitted to the Department Safety Officer within four calendar days by the driver. This report will be in addition to all other required accident reports.

In all apparatus accidents, the apparatus driver, his supervisor, his District Manager, and the Department Safety Officer will meet to discuss the incident.