

TREATMENT UNIT LEADER POSITION CHECKLIST

The Treatment Unit Leader reports to the Medical Group Supervisor and supervises Treatment Managers and the Treatment Dispatch Manager. The Treatment Unit Leader assumes responsibility for treatment, preparation for transport, and directs movement of patients to loading location(s).

The following checklist should be considered as the minimum requirements for this position. Note that some of the tasks are one-time actions; others are ongoing or repetitive for the duration of the incident.



Task

1. Obtain briefing from Medical Group Supervisor.

2. Develop organization sufficient to handle assignment.

3. Direct and supervise Treatment Dispatch, Immediate, Delayed, and Minor Treatment Areas.

4. Coordinate movement of patients from the Triage Area to the appropriate Treatment Area with Triage Unit Leader.

- Immediate Treatment Area.

- Minor Treatment Area.

- Delayed Treatment Area.

5. Request sufficient medical caches and supplies as necessary.

6. Establish communications and coordination with Patient Transportation Unit Leader.

TREATMENT UNIT LEADER POSITION CHECKLIST (CONT)

7. Ensure continual triage of patients throughout Treatment Areas.

8. Direct movement of patients to ambulance loading area(s).

9. Give periodic status reports to the Medical Group Supervisor.

10. Maintain records of numbers of patients treated and other activities.

11. Maintain/document all activity on Unit/Activity Log (ICS Form 214).

12. Forward all reports and/or records to Medical Group Supervisor.