



MIDDLESEX-LONDON PARAMEDIC SERVICE STANDARD OPERATING PROCEDURES



VEHICLE CIRCLE CHECK

All employees will ensure that all Middlesex-London Paramedic Service vehicles are in a safe mechanical condition by performing a circle check prior to deploying the vehicle for operation.

A vehicle check list will be completed and submitted for every vehicle. Middlesex-London Paramedic Services vehicles include;

- Ambulances
- ERV's and
- RRU's

Approximate time to be performed is 2 minutes; with engine running, in park, and with emergency brake engaged. Vehicle Circle check is conducted outdoors due to carbon monoxide emissions.

Visually check and inspect the following;

- Vehicle body condition – indication any dents, scratches, or body damage
- Operation of all emergency lights
- Operation of all vehicle lights
- Inspection of tires;
 - Overall tire condition
 - Lug nut indicators
- Visually inspect for any obvious fluid leaks

Employees will walk around the vehicle to inspect and document any deficiencies on the vehicle check sheet. Any repairs/deficiencies will be reported to the Logistics Department through Operative IQ Service Ticket system and to the Operations Superintendent and/or the Logistics Superintendent (depending on assigned department).

If there are critical deficiencies identified, Paramedics will contact the Operations Superintendent to be taken out of service. The Paramedic will follow the direction of the Operations Superintendent. If the critical deficiencies are identified by an LT, they will notify the LT Coordinator and take the vehicle out of service.