Loudoun County Emergency Medical Services Council, Inc.

EMS Policy #30

Security and Maintenance of Weapons of Mass Destruction Medication Kit

Origin: 6/2012

The WMD Kit contents are set by the Operational Medical Director. The use of the kit will be in accordance with OMD approved EMS protocols. As WMD medications may be a component of a regional grant, any grant related documentation requirements will be assigned to the system's EMS Supervisor(s).

1. **Storage, Use and Duty Checks**

   I. **Storage of the WMD kit**

   The kits will be stored in the following manner:

   A. The WMD Kit shall remain accessible to all locally authorized EMT-B, EMT-E, and EMT I/P.

   B. They shall be sealed consistent with Section 5.B of EMS Policy #12 "Security and Maintenance of Pre-hospital Medications and Supplies" using a single use numbered seal. The seal or kit will include a label indicating the expiration date of the first to expire medication inside the kit.

   C. For all WMD medications acquired through local or regional grants, the EMS Supervisors will maintain an inventory of kits that contain grant related medications, their expiration dates and the kit's current seal numbers

   D. The WMD Kits shall be inspected at a minimum once per week . The inspection of the WMD Kit may be completed by BLS personnel.

      i. Should the seal of the kit be intact, the inspection is limited to inspecting the kit for current externally labeled expiration dates, damage to the kit or evidence the contents of the kit have been damaged. The inspection will be complete if the seal number is the same as the previous inspection or that documentation of the reason for a new seal is present.

      ii. the inspection shall be documented on the apparatus check sheet and shall include the seal number and expiration date.

   E. the WMD Kit will be locked in the station's secure cabinet similarly to the regular medication kit any time the ambulance will be out of station for repair or during periods when the interior of the ambulancewill experience extremes in temperature.

   F. Any use, damage, expiration of contents, or the presence of a broken or missing seal shall be brought to the immediate attention of the agency chief

and the Deputy Chief of EMS. The kit will be inventoried and secured until contacted by the Deputy Chief of EMS or his designee..

II. Documentation of the WMD Kit

Agencies will maintain accurate documentation of the inspections.

A. Medication checks shall be noted in the station logbook or computer system indicating the date and name of the provider who completed the inspection (e.g., Unit XX-Y medications checked and secured on mm/dd/yyyy by ALS provider Name/#).

B. Apparatus check sheets shall allow for the entry of any numbered seal that can be verified by a supervisor.

III. Exchange of Medications

Agencies that require medications shall contact the on duty EMS Supervisor to resolve the deficiency. This includes medication expiration, use, breakage or loss.

2. COMPLIANCE REVIEW, DISCREPANCIES AND INVESTIGATIONS

Agencies will comply fully with any compliance review or investigation being conducted regarding the acquisition, storage or use of the WMD Kit. Investigations will be conducted by the Office of the Medical Director.

A. Any discrepancies or deficiencies regarding the maintenance and duty checks of the WMD Kits will be documented with the chief of the provider's agency. Persistent failure by any individual to comply with this policy must be brought to the attention of the Office of the Medical Director for disposition.

B. In addition to the Members of the Office of Medical Director, The Deputy Chief of EMS may authorize others to perform compliance checks to maintain system accountability to this policy.

C. Any discrepancies regarding quantity or use of WMD medications shall be reported to the chief of the EMS Agency and the Chairman, or Operational Medical Director approved designee within 24 hours of the discovery of the discrepancy. For any situation where medications have been lost or stolen, the Agency shall notify the Office of Emergency Medical Services – Virginia Department of Health in the manner and time frames established in the Rules and Regulations of the Office of EMS. The Chairperson of the EMS Council, Vice Chairperson or Operational Medical Director

approved designee will notify the Operational Medical Director once an investigation is being conducted. If evidence of criminal activity is present, the EMS Agency shall immediately contact law enforcement. The Deputy Chief of EMS will be notified consistent will 1.III above.

D. In all other instances, the decision to notify law enforcement authorities will be decided upon following the initial investigation of the incident and a review of the information by the Operational Medical Director, Chairperson of the EMS Council, or Operational Medical Director approved designee.

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