

*Frank Edwards*\_\_\_\_\_, *Fire Chief****PURPOSE:***

In order to provide controlled medications for ALS usage a two key security system is required to secure the drugs inside of an apparatus. In the unusual circumstances requiring the use of a backup apparatus a portable lock box system is required.

***OBJECTIVE:***

To provide all ECFR paramedics and EMTs with the proper procedure for utilizing the portable lock box system.

***SCOPE:***

All paramedics and EMTs

**BACKUP LOCK BOX**

When using a backup apparatus as an ALS Engine a portable lock box is to be obtained from the warehouse and delivered with the apparatus or via other personnel to the station. Inside the box there is a stainless steel cable that is to be used to secure the box to the apparatus (e.g. around a shelf in the dog box, through a door handle, etc.) in such a means as to make removal difficult.

The controlled drugs and ice packs are to be placed inside and the two locks from the drug refrigerator are to be used to secure the lock box closed and to secure the cable to the box.

The keys to the locks are to be kept with the normal lock box keys in the normal position inside the apparatus.

It is recognized that responding to a call may occur before the portable lock box can be delivered. In this instance the Medical Director insist that the controlled drugs be secured from view inside the apparatus and that the driver maintains the apparatus within sight, if at all possible.