REDWOOD DISPATCH COMMUNICATIONS AUTHORITY
STANDARD OPERATING POLICY

SELF DISPATCH	Policy 10

<p style="text-align:center; color:green">Green denotes the most recent change</p>

Page 1 of 1	Effective Date: August 10th, 2022
Approval _____	*Evonne Stevens*
DOAG Chairperson	Communications Director

10.0 SELF DISPATCH

10.1 Units may add themselves to an incident via MDC or voice communication with the assigned CRO. When they do self-attach, they must advise the CRO if:

    10.1.1 They are in place of another unit, or

    10.1.2 In addition to an original assignment.

10.2 If the "in place" of unit is the closest unit to the scene, the CRO will cancel the original unit dispatched. The exception to this is when Medic Engines or QRVs self-dispatch to ALS Medical Calls. In these cases, the ALS transport ambulance will not be cancelled.

10.3 In cases where units self-dispatch to an incident with an established Incident Command or a Battalion Chief/Duty Chief is already responding, the CRO will notify the Battalion Chief, Incident Commander, and/or Command Officers of all units responding of the change in unit assignments. This notification shall be made with voice communications.

10.4   Should a unit advise the CRO that they are responding to an incident in place of another unit because they are closer, but AVL does not concur, the CRO should advise the second unit of the AVL information and let the company officer make the decision.

10.5   Field units reporting new events via radio.

    10.5.1 Units shall provide the following information:

        Location of the event.

        Need for additional resources or to handle solo.

        Response level (code 2 or code 3) for additional resources.

        If a tone out is needed.

10.5.2 **New Incident**. An incident that the reporting unit will handle with no additional resources. These types of calls would mainly fall under a code 2 response level.

Examples of radio traffic:
        10.5.2.1: Hail the CRO, after acknowledgement, advise responding or on scene, incident type and the information stated in 10.5.1.
        or
        10.5.2.2: Hail the CRO stating New Incident and after acknowledgement, advise responding or on scene, incident type and the information stated in 10.5.1.

10.5.3 **PRIORITY TRAFFIC**. A new event that the unit witnessed, or they were notified of, and that they will need additional resources dispatched.

Examples of radio traffic:
        10.5.3.1:   Hail the CRO, give unit ID, and state Priority Traffic. Once acknowledged proceed with the information stated in 10.5.1.

10.5.4 **Emergency traffic: is used exclusively for incident emergencies and crew involved incidents (see SOP 26).**

10.5.5 The control channel operator will follow normal dispatch. procedures as outlined in SOP 8.8 and 8.9. The exception to this is when the reporting unit advises no tone required.