



**Department of Emergency Services
Fire-EMS Division
Standard Operating Procedures**

General Policies

Subject: Work Study-Student Intern Program
Revised: 8-21-02
Section: 224.00

224.01 Purpose

The purpose of the student intern program is to provide a forum for high school students to learn about the Emergency Medical Services System.

224.02 Policy

- A. Authorized Interns must have a letter from their Guidance Counselor or Principal stating that they are academically qualified to participate in the Intern program.
- B. The Intern must have letters of approval to participate in this program from the Ocean City Volunteer Fire Department's Fire Chief and the Emergency Services Director.

224.03 General Rules

- A. Student intern shall report to the Officer-In-Charge each day. The student intern shall remain with the Officer-In-Charge during work study hours.
- B. The Officer-In-Charge shall be responsible for assigning any tasks to be completed by the student intern.
- C. The student intern shall follow all lawful instructions of the Officer-In-Charge and or the Fire-EMS personnel.
- D. After completing a release of liability by the intern's parent(s) or guardian, the student intern may respond with the Officer-In-Charge on emergency medical and fire calls. The student intern shall act only as an observer. The Officer-In-Charge may allow the student intern to accompany Fire-EMS personnel to the hospital or to a helicopter landing zone.
- E. Student interns may not respond on fire apparatus or engage in fire fighting or rescue activities.
- F. At no time shall Fire-EMS personnel or the Officer-In-Charge delegate **any** patient care duties to student interns.
- G. At no time shall Fire-EMS personnel or the Officer-In-Charge delegate the

student intern to perform hazardous tasks.

- H. The student intern shall avoid exposure to blood and body fluids at all times.
- I. The Officer-In-Charge and Fire-EMS personnel shall make every effort to assure that exposure to blood and body fluids does not occur.
- J. Student interns may be delegated to assist with any non-hazardous duties that are being performed by the Officer-In-Charge or Fire-EMS personnel. The Officer-In-Charge and Fire-EMS personnel shall not delegate the student intern to perform cleaning tasks or duties that are not being performed by the on duty Fire-EMS personnel.
- K. The student intern shall not be delegated to clean equipment that is contaminated with blood or body fluids.
- L. The Officer-In-Charge shall assist in evaluating the student intern using the instruments provided by the work study program.