



COVID-19 Planning Considerations for Fire Departments

March 13, 2020

The following is a checklist of items to consider for your fire department. These may be helpful to create or modify policies, procedures, and guidelines.

On March 13, 2020, the MSFCA has created a Task Force to assist with statewide coordination, collaboration, and communication on fire service issues related to COVID-19. You may contact the Task Force directly via e-mail at COVID19@MSFCA.org.

- **Follow MN Department of Health / CDC Guidelines**
 - Monitor various sources regularly to stay in touch with changing situations.
- **Coordinate with local Public Health Department and local Emergency Management**
- **Administration**
 - Supply chain is disrupted for supplies. Consider supply needs for day-to-day operations and plan into the future.
 - Send updates to staff about your specific operations.
 - Be clear with how this is being done.
 - Send reminders to staff.
 - Reminder to staff on handwashing.
 - Reminder to staff to stay home if sick.
- **Documentation**
 - Create an incident log to document significant activity on a daily basis.
 - Keep track of all items purchased for this situation/event.
 - Keep track of any significant overtime for this situation/event.
 - Consider working with your finance department to create a specific finance account for tracking all costs.
- **PPE**
 - Assure you have the necessary PPE for your fire department to respond to medical events.
 - Eye Protection
 - N95 or equivalent mask

Chief T. John Cunningham, President
Direct (763) 286-1288 · Office (800) 743-0911
President@MSFCA.org · www.MSFCA.org

- Gloves
 - Gowns/Suits
 - Wear PPE appropriate for the incident response.
 - With limited supply of some PPE items, CONSERVE YOUR PPE ITEMS!
 - You will likely need to get more than 1 use out of the PPE items such as masks, goggles, gowns, etc.
 - Masks and gowns that have been contaminated with splash or significant fluids should be discarded.
 - Goggles that have been contaminated with splash or significant fluids should be cleaned.
- **Communications / Dispatch**
 - Ask your dispatch center if they are implementing questions about travel and illness to help you prepare in your response.
- **Operations / Response**
 - Connect with your EMS provider to talk about response alterations.
 - Consider sending only 1 person in for an evaluation (police or fire)
 - Consider threshold evaluations – from the doorstep.
 - May not respond on flu like symptoms calls.
 - Consider response changes for decreased staffing levels in your department
 - Consider changes to regional response.
- **Stations**
 - Consider additional cleaning in high use areas.
 - Crew rooms, lounge, kitchen, etc.
 - Consider hardening your fire stations.
 - Limit access to stations – retired, vendors, outside agencies, etc.
- **Personal Preparedness**
 - Have a plan for home. Use www.ready.gov to assist with planning information needs at home.