

SERIOUS INCIDENT / FATALITY CHECKLIST

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|-------------------------------|--|---------------------------|--------------------|-------------------|--------------------|---------|------------|----------|---------------|
| Incident Name: | | | | | | Date: | | | |
| Incident #: | | | | | | Time: | | | |
| Incident Location | | | | | | | | | |
| Branch: | | | Division: | | Lat: | | Long: | | |
| Street Address: | | | | | | | | | |
| Time Occurred | 15 MIN. | 30 MIN. | 45 MIN. | 60 MIN. | 75 MIN. | 90 MIN. | 105 MIN. | 120 MIN. | Time Complete |
| 1. | Ensure scene safety of all personnel and provide area stabilization | | | | | | | | |
| | <ul style="list-style-type: none"> Consider potential for secondary hazards / events. Identify life safety hazards and post sentries as appropriate. | | | | | | | | |
| | Life Hazard Sentry #1 | Unit: | Name: | Location: | Hazard: | | | | |
| Life Hazard Sentry #2 | Unit: | Name: | Location: | Hazard: | | | | | |
| 2. | Provide first-aid using available resources | | | | | | | | |
| | Unit: | ALS / BLS: | | | Transport Capable: | Y N | | | |
| 3. | Follow established Incident within an Incident (IWI) protocols. The IC shall have overall authority for the management of the incident. An Incident within an Incident (IWI) is managed by the IC and can be delegated to an appropriate incident overhead staff member. Incidents with an approved Incident Action Plan (IAP) should refer to the Medical Plan (ICS 206). If an IAP has not been prepared, refer to IRPG. | | | | | | | | |
| | Establish a communication plan including possible command, tactical, and air to ground as needed. | | | | | | | | |
| 4. | Command: | Tactical: | | | Air to Ground: | Other: | | | |
| | Phone (Incident Communications): | | | | | | | | |
| | Phone (Incident Supervisor): | | | | | | | | |
| 5. | Request additional resources or specialized equipment for transportation and/or extraction. | | | | | | | | |
| | ENG: | CRW: | HELI: | AMB: | OTHER: | | | | |
| 6. | Request additional resources or specialized equipment for transportation and/or extraction. | | | | | | | | |
| | <ul style="list-style-type: none"> Consider air and ground travel times to nearest hospitals vs. specialty centers Consider response times for transport resources not at scene | | | | | | | | |
| 7. | Ground AMB ID | Departure Time | Receiving Hospital | Est. Arrival Time | | | | | |
| | AIR AMB ID | Departure Time | Receiving Hospital | Est. Arrival Time | | | | | |
| | Provide best access or latitude and longitude coordinates for incoming resources. | | | | | | | | |
| | LZ #1: | LAT/LONG: | | Ground Contact: | FREQ: | | | | |
| LZ #2: | LAT/LONG: | | Ground Contact: | FREQ: | | | | | |
| STAGING | Location: | | STAM / Contact: | FREQ: | | | | | |
| 8. | Establish a contingency plan | | | | | | | | |
| | <ul style="list-style-type: none"> Should the Primary Plan fail, establish an alternate and contingency plan. Identify and communicate decision/trigger points regarding when to activate alternate / contingency plans Delegate development of Alternate and Contingency Plans when possible | | | | | | | | |
| | Alternate Plan assigned to: | | | Unit: | Name: | | | | |
| Contingency Plan assigned to: | | | Unit: | Name: | | | | | |
| 9. | Assign the responsibility of gathering facts, obtaining witness statements, and preserving evidence until a safety officer or assigned investigator arrives. | | | | | | | | |
| | UNIT: | | | NAME: | | | CONTACT #: | | |
| 10. | Communicate significant status updates and changes. | | | | | | | | |
| | TIME | Update Provided (Content) | | | | | | | |
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| Incident Name: | | Date: |
| 11. | Document all events on an ICS 214. | |
| 12 . | Notes: | |
| | | |

FIRESCOPE

ICS 259 Instructions

SERIOUS INCIDENT CHECKLIST – Initial Actions

- a. Ensure scene safety of all personnel and provide area stabilization.
- b. Provide first-aid using available resources
- c. Follow established Incident within an Incident (IWI) protocols. The IC shall have overall authority for the management of the incident. An Incident within an Incident (IWI) is managed by the IC and can be delegated to an appropriate incident overhead staff member. Incidents with an approved Incident Action Plan (IAP) should refer to the Medical Plan (ICS 206). If an IAP has not been prepared, refer to IRPG.
- d. Contact communications, dispatch, or direct supervisor to report the event. Use the appropriate frequency utilizing “mayday” or “emergency traffic”. Do not broadcast or release the victim’s name, crew name, aircraft N # etc., except to verified authorities.
- e. Establish a communication plan including possible command, tactical, and air to ground as needed.
- f. Report incident status: include the severity and nature of injuries, fatalities, location, number of patients, and current actions.
- g. Request additional resources or specialized equipment for transportation and/or extraction including access and other environmental considerations.
- h. Establish a transportation plan.
- i. Provide best access or latitude and longitude coordinates for incoming resources.
- j. Establish an alternate and contingency plan.
- k. Assign the responsibility of gathering facts, obtaining witness statements, and preserving evidence until a safety officer or an investigator arrives.
- l. Communicate significant status updates and changes.
- m. Document all events on an ICS 214 and any agency specific forms.

FATALITY INCIDENT CHECKLIST – Initial Actions

In addition to the guidelines listed to mitigate a serious accident, consider the following guidelines if a serious accident results in a fatality. Reference the NWCG PMS 926:

[Click here to access the NWCG PMS 926.](#)

- a. Provide care to any others that may be injured

- b. Maintain physical custody and secure the perimeter of area.
- c. Do not move equipment, personal protective equipment, or the victim unless they will be further damaged by the incident.
- d. Use discrete forms of communications such as cell phone to report a line of duty death (LODD).
- e. Request Safety Officer / Investigation Team / CISM / Law Enforcement.
Ensure required regulatory agencies are notified.
- f. Follow all local, regional, state, and federal requirements regarding reporting and timelines.
- g. Ensure notification of appropriate responsible parties following the chain of command.
- h. Consider needs for logistical support.
 - i. CISM and behavioral health resources for those involved