

(was MCCMH Policy 5-04-042)

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Chapter: **DIRECTLY-OPERATED PROGRAM MANAGEMENT**  
Title: **FIRST AID/SAFETY EQUIPMENT - COUNTY VEHICLES**

Prior Approval Date: 9/6/02  
Current Approval Date: 4/24/08

Approved by: \_\_\_\_\_

Executive Director

Date

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**I. Abstract**

This policy establishes the standards and procedures of the Macomb County Community Mental Health Board (MCCMH) for the placement of first aid kits and other safety equipment on County owned or leased vehicles assigned to MCCMH.

**II. Application**

This policy shall apply to all MCCMH administrative offices and directly-operated network providers of the MCCMH Board.

**III. Policy**

It is the policy of the MCCMH Board to ensure that each County-owned or leased vehicle assigned to a MCCMH network provider is equipped with first aid and safety equipment.

**IV. Definitions**

A. None.

**V. Standards**

- A. Each County-owned or leased vehicle shall be equipped with a first aid kit and a fire extinguisher mounted or placed safely and securely in the vehicle.
- B. Blankets, reflectors and flashlights shall be stored in each County-owned or leased vehicle for emergency use.

- C. Safety belts shall be worn at all times by all occupants of County-owned or leased vehicles.
- D. Drivers of vehicles shall be provided training in emergency procedures pursuant to MCCMH MCO Policies 10-051 and 10-052.
- E. A copy of the emergency procedures for vehicles (MCCMH MCO Policy 10-052 ) shall be maintained in each network provider vehicle.

**VI. Procedures**

- A. The Provider Supervisor shall ensure that each fire extinguisher in the County-owned or leased vehicle is inspected annually by the appropriate fire control company which services the fire extinguishers.
- B. Each driver of a County-owned or leased vehicle shall assure the proper working order of its seat belts prior to using the vehicle.
- C. The Provider Supervisor shall ensure that a copy of the emergency procedures for vehicles is maintained in each vehicle pursuant to MCCMH MCO Policies 10-051 and 10-052.

**VII. References / Legal Authority**

- A. MCL 257.710e(3); MSA 9.2410(5)(3)
- B. Commission on Accreditation of Rehabilitation Facilities (CARF) 2007 Standards Manual, §1.E., "Health and Safety," 9, 22, pp. 72, 78
- C. MCCMH MCO Policy 10-051, "Use/Maintenance - County Vehicles"
- D. MCCMH MCO Policy 10-052, "Emergency Procedures - Vehicles"

**VIII. Exhibits**

- A. None.