<table>
<thead>
<tr>
<th>Completed</th>
<th>Report To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>YES</td>
<td>NO</td>
</tr>
</tbody>
</table>

**Scene Size Up (Survey)**

- Confirm Mass Casualty or Medical Disaster exists
- Make rapid assessment of incident
- Number of potential casualties:
- Location of incident:
- Type of incident:
- Initial Staging Area:
- Initial Treatment Area:

Activate Department MCI / Emergency plan

Contact OSF Medical Communications **309-655-2564**

*OSF Medical Communications will contact appropriate area hospitals, concerning the MCI. Med Com will relay hospital availability and number of casualties as soon as possible to your or the transportation officer.*

**Primary Responsibilities**

- Report to the Incident Command Post
- Medical Branch Director **MUST** remain at the Command Post or assigned area
- Request Additional units and equipment per mutual aid or MCI plans
- **DO NOT** Begin Treatment; First in unit assumes **Medical Incident Control**
- Put on identification vest
- Assign Sector Officers and distribute corresponding portfolios
  - Triage Officer
  - Treatment Officer
  - Transportation Officer
  - EMS Staging Officer
- Consult with Incident Commander or Operations to determine if it is safe to begin EMS operations

**Secondary Responsibilities**

- Coordinate all EMS Operations during incident; consult with sector officers as needed. **Obtain resources that are needed by sector officers.**
- Consult with Incident Commander or Operations; receive updates
- Act as liaison with other medical support agencies
- Assign and reassign personnel as necessary
- Reevaluate need for additional ambulances, transport vehicles and equipment
- Establish a rehabilitation sector if needed