

## **POSITION # 35, TITLE: TRIAGE**

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### **Direct Supervisor:**

**Mission:** To triage new arrivals and determine if they require immediate communicable disease isolation or medical assistance.

**Qualifications:** Medical background, ability to quickly assess situation. Calm, reassuring manner.

### **POSITION RESPONSIBILITIES**

#### **Initial Action/Planning Phase**

- Review your job action checklist and check off tasks as they are completed.
- Sign in for EDS shift, obtain and put on ID badge.
- Attend overall staff briefing.
- Receive assignment-specific briefing from your supervisor.
- Familiarize self with clinic layout and process.
- Familiarize self with disease signs and symptoms and educational materials.

#### **Primary Responsibilities During Site Operation**

- SIGN IN FOR SHIFT
- Evaluate people and direct them into proper areas for treatment.
- Assess individuals who appear ill and divert them from EDS flow.
- Assign an escort to take appropriate individuals to Medical Screening.
- Assess need for immediate transport versus travel with family to receiving facility.
- Identify individuals with language barriers and notify translators.
- Identify individuals who will need physical assistance and divert to area for assistance.
- Identify individuals who will need Behavioral Health Consultation and have them escorted to the appropriate treatment area.
- Brief incoming shift replacement
- SIGN OUT

#### **Deactivation Phase**

- Assist with the teardown and re-packing of the assigned area.
- Ensure that all collected paperwork associated with this area is turned into administration.
- Identify issues for After Action Report.
- Participate in de-briefing.