


<b>Triage Officer</b>	
Version 1, PAEMS MCI / ICS Form	

Completed			Report To:
YES	NO	TIME	
			<b>Primary Responsibilities</b>
			Obtain briefing from Medical Branch Director
			Obtain triage supplies and triage officer portfolio
			Put on vest and review items in portfolio
			Determine equipment and personnel needs of triage sector; request same from Medical Branch Director
			Coordinate personnel assigned to triage sector
			Distribute triage tags to support personnel as appropriate
			Ascertain from the Medical Branch Director if it is safe to begin triage operations
			Begin triage operation
			Advise Medical Branch Director of approximate number of patients as soon as possible
			<b>Secondary Responsibilities</b>
			Coordinate transfer of patients from the “field” to the appropriate treatment areas
			Request personnel and equipment as needed to transfer patients to treatment area
			<b>Check all areas around MCI scene for potential patients, walk away, ejected patients, Ect.</b>
			Advise Medical Branch Director when initial triage and tagging is complete
			Begin relieving or reducing staff as necessary
			Report to Medical Branch Director for reassignment upon completion of tasks