



DIRECTIVE

NUMBER: 95-07 (REVISED)

DATE: April 20, 1995

TO: All Personnel

FROM: Chief Jon C. Grover, Director
Department of Fire and Rescue Services

SUBJ: Rescinding Directive #94-38, Fire Casualty Report

This Directive rescinds Directive 94-38, " Fire Casualty Report." You are required to follow the fire casualty reporting instructions issued by Fire and Rescue Commission Chairman, George Giebel, which are dated April 3, 1995, and are attached to this Directive.



Montgomery County Government

MEMORANDUM

April 3, 1995

TO: All Fire and Rescue Corporations
Department of Fire and Rescue Services

FROM: George Giebel, Chairman
Fire and Rescue Commission

A handwritten signature in cursive script that reads "George Giebel".

SUBJECT: Fire Casualty Reporting

In order to comply with the State of Maryland's current fire casualty reporting requirements, effective immediately, the attached Fire Casualty Report is to be used by all fire and rescue corporations in Montgomery County. Blank copies of the old report should be destroyed.

The new report is a two-sided form. One side is used for civilian casualties. As many as three civilian casualties, injured on the same incident, can be recorded on this form. The fields on this form are very similar to those on the old Fire Casualty Report. The attached instruction booklets list the codes that correspond to each field.

The other side of the form is used for a fire casualty who is a member of the fire and rescue service. Unlike the Civilian Casualty Report, only one casualty can be reported on the Fire Casualty Report. Lines FH through FO are new data elements concerning protective clothing equipment. Again, please refer to the attached instruction booklets for the codes that correspond to each field.

The rules for reporting a fire casualty have not changed. A Fire Casualty report must be completed for any person, civilian or fire and rescue service personnel, injured or killed by fire products or fire damage. A report is required regardless of whether the person is injured before or after the incident is dispatched.

A Fire Casualty report must also be completed for any person, civilian or fire and rescue services personnel, injured or killed, after the alarm for the incident is received and the casualty is not caused by fire products or fire damage. Examples of this kind of casualty are a strained back from lifting a patient, a cut hand, overexertion, or a heart attack.

Montgomery County Fire and Rescue Commission

101 Monroe Street, Twelfth Floor, Rockville, Maryland 20850-2589
301/217-2461, TDD 217-4625, FAX 217-2526

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The incident commander is responsible for completing or delegating the responsibility for completing the Fire Casualty report. If an incident commander is not dispatched or requested, the officer in charge of the unit involved is responsible for completing the Fire Casualty Report.

All Fire Casualty Reports should be sent, through the inter-office mail, to:

Bonnie Bigenho
Technical Resources Management Division
Department of Fire and Rescue Services
101 Monroe Street, 12th Floor
Rockville, Maryland 20850

The Fire Department Identification Number assigned to Montgomery County is 15555. Please review the new reporting instructions carefully and complete each casualty report as thoroughly as possible. If you have any questions about these instructions or Fire Casualty Reporting, please contact Ms. Bigenho at 217-2040.