

Detail Overtime

Supersedes:

Effective: 06-11-12

A paid detail is a non-City or non-Commission sponsored event where a medical service is performed by a full-time member of the Department during off-duty time, which is paid for by the person or persons making the request for such services (including training), and the Department knows, in advance, that it will be paid or reimbursed for the assignment of personnel, and which is related in any way to the performance of medical services.

CODE OF CONDUCT

A department member that accepts a paid detail as defined in the collective bargaining agreement:

1. Shall report to the detail on time and will notify Dispatch Operations if there is a delay.
2. Shall report in uniform and with equipment appropriate for the assignment.
3. Shall act in a professional manner.
4. Shall not bring guests on a detail.
5. If assigned a specific location at the detail site, the member shall remain at that specific site when not responding to an emergency.
6. A Department member working a detail must remain at the detail location until relieved by the vendor's representatives, a Boston EMS Supervisor, oncoming relief, or the detail has ended. If the hours of the detail are extended, this must be reported to Dispatch Operations.

FAILURE TO REPORT FOR A DETAIL

1. If a Department member accepts a detail and cannot keep the commitment, Dispatch Operations shall be notified immediately, and the reason for cancelling must be reported.
2. Details must be cancelled at least twenty four (24) hours in advance. The only reason for cancellation with less than 24 hours' notice should be an emergency. For the purposes of this SOP, "emergency" is defined as a serious, unexpected situation that requires immediate attention.
3. "No Call/No Show" for a detail will result in an automatic 90 day removal from all detail lists (bike, boat, CPR, events, or any other detail list not mentioned).
4. Cancelling a detail without reason, less than 24 hours prior to the scheduled start of a detail, or in order to be eligible for overtime, shall result in a written notice for the first offense.
 - 4.1. A second offense will result in a seven (7) day removal from any and all detail lists.
 - 4.2. A third offense will result in a forty-five (45) removal from any and all detail lists.

ELIGIBILITY

Eligible Department member wishing to be added to a detail list shall contact the Special Events scheduling coordinator in writing.