



MCI POSITION DESCRIPTIONS CONTINUED

## MEDICAL SUPPLY COORDINATOR

<b>Function</b>	Acquire and maintain control of appropriate medical equipment and supplies from units assigned to the Medical Group.
<b>Report to</b>	<b>Medical Group Supervisor</b> , radio designation " <b>Medical</b> "
<b>Radio Designator</b>	Your radio designator is " <b>Supply</b> "
<b>Subordinates</b>	Staff
<b>Duties &amp; Responsibilities</b>	<ul style="list-style-type: none"><li>▪ Obtain briefing from Medical Group Supervisor</li><li>▪ Acquire, distribute and maintain status of medical equipment and supplies within the Medical Group/Division</li><li>▪ Request/assure delivery of medical supply caches</li><li>▪ Distribute medical supplies to Triage/Treatment Units as appropriate</li><li>▪ Maintain record of activities as appropriate</li><li>▪ Coordinate with Supply Unit Leader if Logistics Section is established</li></ul>