



MCI POSITION DESCRIPTIONS CONTINUED

MEDICAL COMMUNICATIONS COORDINATOR

Function	Maintain communications with hospital and/other medical facilities to assure proper patient transportation and designation. Coordinate information through Patient Transportation Group Supervisor and Transportation Recorder.
Report to	Patient Transportation Group Supervisor , radio designation " Transportation "
Radio Designator	Your radio designator is " Communications "
Subordinates	Transportation Recorder and staff as needed
Duties & Responsibilities	<ul style="list-style-type: none">▪ Obtain briefing from Patient Transportation Group Supervisor▪ Establish communications with Base Hospital and determine status of receiving facilities▪ Receive basic patient information and status from Treatment Dispatch Manager, exchange information about receiving facilities▪ Coordinate patient off-incident destinations with Base Hospital▪ Communicate patient transportation needs to Staging Managers based on requests from Treatment Dispatch Manager▪ Select modes of transportation and destinations for patients exiting treatment areas▪ Obtain standing orders for patient treatment▪ Maintain appropriate records