




# **GATES COUNTY RESCUE SQUAD, INC**

16 US Hwy 158 East – Gatesville, NC 27938 -- Phone# (252)357-0388 / Fax# (252)357-0141  
[www.gatesrescue.org](http://www.gatesrescue.org) 501(c)(3) Non-profit charitable organization

<u>Issued</u>	<u>Subject</u>	<u>Approved By:</u>
December 2006	<b>MEMBERSHIP CLASSIFICATION GEN-001</b>	
<u>Revised</u>		
April 2014		
January 2015		
June 2015		
September 2015		

## **PURPOSE**

To provide the requirements, duties and responsibilities for each classification of membership.

## **MEMBERSHIP**

The age limit for membership shall be not less than eighteen (18) years old.

Each member being admitted to the corporation shall be required to complete and maintain standards of training as outlined by the North Carolina Office of Emergency Medical Services, or the Office of the State Fire Marshall and the executive committee, this requirement being necessary within one (1) year of being admitted for membership.

### **Membership Orientation**

The following is the minimum membership orientation requirements: OSHA Blood Borne Pathogens Training, HIPPA Training, FEMA ICS-100, ICS-200, ICS-700, ICS-800, HCP-CPR (EMS members: Hep B Vaccinations – must have received the first of the three Hep B Vaccinations or been offered and refused the vaccinations in writing, Tuberculosis Skin Test completed and on file with the administrative office every 12 months.)

### **Applicant**

Applicant shall be defined as a person who has completed an application and submit it to the administrative office at Station 80 either by mail, in person or by e-mail (the address is 016 US Hwy 158 East Gatesville NC 27938, [admin@gatesrescue.org](mailto:admin@gatesrescue.org)).

Upon the successful completion of a review process conducted by the executive committee the applicant shall be placed in a probationary member status.

### **Probationary Member**

Probationary Members shall be defined as an applicant who has been reviewed by the Executive Committee and is in the process of completing membership orientation with the agency working to gaining experience by riding or working shifts under the supervision of an active member until such time they have completed the new member orientation packet and not less than 90 days as a probationary member. During this time the probationary EMS member is required to complete not less than 24 hours of duty per month and attend a minimum of one EMS Training/Con-ed. Probationary Rescue members must attend all agency scheduled rescue training (unless otherwise approved to miss by the EC) and a minimum of one Rescue Training meeting.

EMS members must complete a Technical Scope of Practice (TSOP) before the Chief or Deputy Chief for BLS providers conducted by the Training Officer and conducted by the Medical Director for ALS providers. This initial TSOP must be completed prior to the probationary members status change to an active member.

Probationary members do not have voting privileges and may not hold office or serve on any committee.



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Upon completion of the new member orientation packet and the 90 day probationary period the **Executive Committee** will during a regular monthly meeting vote the probationary member into active status.

## **Active Member**

### Voting rights

All active members hold one vote in any matter brought before the membership.

### Duties and Requirements

EMS active members will pull at least twenty four (24) hours of duty per month to maintain active member status; more is preferred but not required.

Rescue active members will complete not less than forty (40) hours of training per year (a minimum of 20 of these hours must be in house with the Rescue Team) to maintain active member status; more is preferred but not required. It is the member's duty to provide documentation of training to the Training Officer within the quarter it is received.

All EMS active members shall respond to Rescue and EMS calls when not on duty if available and additional members are requested.

All Rescue active members shall respond to Rescue calls in Gates County and the surrounding areas as needed when available and additional members are requested.

All Active Members shall attend a minimum of one respective training meeting per quarter.

### Termination of Membership

Any member of the Corporation may terminate their own membership by filing a written resignation with the secretary.

Any EMS member who does not complete twenty four (24) hours of duty in a given month will receive a warning letter for failing to complete the minimum required amount of duty. Any member who receives three warning letters during any twelve (12) month rolling period will be reviewed by the executive committee during a regularly scheduled business meeting at which time their membership may be terminated.

Any Rescue active member who do not complete a total of forty (40) hours of training per year and attend at least one rescue training meeting per quarter will reviewed by the executive committee during a regularly scheduled business meeting at which time their membership may be terminated.

Any active member both EMS and Rescue who does not attend one training meeting per quarter will receive a warning letter; these letters will count in the total of three letters during a rolling year.

Any member found in violation of the corporation by laws or policy and procedures, following an investigation by the Executive Committee have their membership terminated.





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**EXCEPTION** the only authorized exception to the above is granted in the form of a leave of absence approved by the Executive Committee in writing.

## **Reinstatement of Membership**

Any individual that has resigned and is requesting membership with the Corporation may do so in writing. The request will then be reviewed and voted on by the Executive Committee for reinstatement.

Those individuals who have had their membership terminated (voluntary or un-voluntary) may write a letter requesting to be reinstated. This request will be reviewed by the Executive Committee, the member will be placed on a probationary period determined by the Executive Committee. Upon completion of the probationary period to member will be reinstated provided he meets the requirement set forth for his/her membership during the probationary period.

## **Lifetime Member**

Lifetime Member is a special membership category granted to members who have demonstrated exemplary service, professionalism and loyalty to the Squad over an extended period of time (generally 20 years).

Lifetime status is granted by a majority vote of the membership by a closed ballot vote of the membership following nomination during a regularly scheduled Executive Committee meeting. This vote will be conducted during the annual elections in November.

Lifetime Members that continue to involve themselves in the business of the Squad by attending meetings, training, pulling duty and other functions hold all privileges of an active member as long as they continue their involvement.

## **Career Members**

Career members are described as members that work full or part time for the Squad for pay also known as employees. Career members shall maintain their EMS / Rescue certification through annual training. Career members are not required to attend meetings or functions outside the scope of their job description. Career members are not required to complete volunteer duties each month. Career members have no voting rights at business meetings or officer elections. Career members are not allowed to hold an elected office within the agency. Career members may achieve Active membership status by fulfilling the requirements of that status.

## **Honorary Members**

Honorary Member is a special membership category.

Honorary membership is granted by a majority vote of the membership by a closed ballot vote of the membership following nomination during a regularly scheduled Executive Committee meeting. This vote will be conducted during the annual elections in November.

Honorary Members do not have any requirement for membership.

Honorary Members hold no voting rights and cannot hold and office or committee chair.



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In order to work in the EMS division or in the Rescue Division in any capacity, Honorary Members must maintain minimum certification levels, training and/or patient-care skills, and assume the duties and responsibilities as required by Gates County Rescue Squad Policies and Procedures.

## **Squad Affiliations**

Gates County Junior First Aid Team: Is formed and will be affiliated with the Squad as a young adult outreach program to teach children in our community who are interested in Emergency Medical Services. The age limit for membership into the Gates County Junior First Aid Team shall be thirteen (13) to eighteen (18). Junior members may be allowed to pull duty as a third person after age fifteen (15) and respond to calls with the duty crew upon written approval from the Chief or Deputy Chief but at no time may do so in their POV.