5-05/040.05 - Station/Unit Desk Responsibilities

Station/unit desk personnel, upon receipt of a traffic collision notification, shall:

- Determine the extent of injuries and circumstances of the collision;
- Dispatch appropriate field units;
- Dispatch necessary emergency equipment (i.e., rescue unit, ambulance, public utilities);
- Notify the watch commander and traffic supervisor if the collision involves serious injury or a fatality;
- Notify the watch commander and traffic supervisor if the collision involves a Department vehicle, on-duty mileage permittee, contract city vehicle, other county department vehicle, or Department on-duty employee; and
- Notify the responsible police agency if the collision occurred in a non-contract city or unincorporated area.