



Chapter: Operating Department Vehicles
Subject: 10-08 – Relays
Effective: May 2, 2022
Supersedes: Official Order 10-08, dated April 19, 2022
Distribution: Department Members

PURPOSE: This Order establishes department policy related to relays.

10-08-1 GENERAL RELAY POLICY

When a valid need is demonstrated for relays as permitted by this Order, such requests shall be honored. However, authorizing officers shall be aware of the costs involved to the department and of other duties that must be curtailed to affect a relay and shall, therefore, closely evaluate all requests.

10-08-2 APPROVAL OF RELAYS

The Operations Section shall approve or disapprove relays between districts. The district commander shall approve or disapprove relays within the district. Each relay request shall be evaluated, and only urgent and necessary relays shall be approved.

- A. No relays shall be executed without proper authorization.
- B. Before authorizing a relay, the Operations Section shall evaluate each request to ensure it is permissible under this Order.
- C. If it appears that the relay service is being abused, the post or district commander or the Operations Section shall have a survey conducted by the post at the receiving end of relays within the jurisdiction. The purpose of this survey is to:
 - (1) Determine whether blood relays were emergencies.
 - (2) Determine whether common carriers were available.
 - (3) Make medical facilities aware that this service is monitored and that relays are limited by standards set in this Order.
- D. If it is determined that the relay service is being abused locally, the post commander shall resolve the issue. If the abuse exists in relays between districts or in the American Red Cross Blood Center requests, the Field Operations Bureau Commander or Field Support Bureau Commander shall appoint a representative to meet with appropriate officials and resolve the problem.

10-08-3 BLOOD RELAYS

- A. When it is determined that common carriers or facilities of the American Red Cross cannot meet deadlines for an emergency relay, the request shall be accepted.
- B. In accordance with Section 10-08-2, the Operations Section or the district commander shall screen each relay request and determine whether the department should comply with the request or deny it. The department shall only handle emergency relays.
- C. When the request has been approved and blood is urgently needed, the relay shall be handled immediately.
- D. Common carrier or routine deliveries can and should be handled by the American Red Cross.

10-08-4 SERUM AND ORGAN RELAYS

- A. Serum and organ relays will be handled upon request provided they are of an emergency nature and cannot be handled by common carrier.
- B. The originating post commander or their designee shall determine the extent of the emergency and the affected posts at the time of requests and shall notify the Operations Section or the appropriate district headquarters of the relay.

10-08-5 POISON SPECIMENS

- A. The department shall only provide emergency poison relay assistance in instances that are determined to be life threatening and originate from a regional poison center.
- B. Any emergency care facility requesting assistance, other than a regional poison center, shall be advised to contact a regional poison center by calling 1-800-764-7661 (POISON 1). This number will automatically connect the caller with a poison center in their area.
- C. A poison center will evaluate information from an emergency care facility and determine if the situation should be considered life threatening. If it is determined that the situation is life threatening, the poison center will contact the Operations Section for authorization of a relay.

10-08-6 REPORTING/TIME ACCOUNTING

The post where the relay originates shall prepare an electronic incident report. Officers from other posts involved in the relay are not required to submit an incident report. They shall indicate the originating post's incident number on their daily report and carry their time under the appropriate file class.

10-08-7 PRISONER RELAYS

- A. As a general policy, relays of prisoners between districts will not be authorized.
- B. Relays within a district may be authorized by the district commander, subject to the provisions of Section 10-08-8. Before considering the relay of a prisoner, attempts shall be made to arraign the subject locally or to have an interim bond posted.

10-08-8 PROHIBITED RELAYS

- A. The following relays shall not be approved or authorized:
 - (1) Evidence shall not be relayed.

- (2) Mentally disturbed persons, whether prisoners or otherwise; persons in the custody of the Veterans Administration; or wards of the juvenile court shall not be relayed.
- B. The Field Operations Bureau Commander may authorize an exception to the above limitations. Approval for such exceptions shall be requested through the Operations Section. Requests for any relays that are not covered by this Order shall be referred to the Field Operations Bureau Commander in the same manner.

10-08-9 DRIVING POLICY

- A. Relays of blood, serum, or organs in life-threatening situations shall be accomplished in accordance with the emergency driving guidelines found within OO 10-09 – Emergency Response Driving.
- B. Members shall obey all traffic laws while engaging in all other relays, including prisoner relays.

DIRECTOR

Annual Review Responsibility: Field Operations Bureau

Accreditation Standards: CALEA 41.2.1