Suspension of Services Flow Chart Site Manager/Designate identifies potential need to suspend services Site Manager/Designate informs Director of Health Services/Regional Director Senior Leader or Senior Leader On-Call (after hours) Alternate solution Decision to suspend services No suspension Senior Leader on-call (after hours) contacts Office of **Disaster Management** For an EMS station suspension, Site Site Manager/Designate completes Part A & B of Manager/Designate completes Part A & C of Notification of Suspension of Services form, Notification of Suspension of Services form, communicates information as directed on the form, communicates information as directed on the form, faxes to La Broquerie Regional Office and provides faxes to La Broquerie Regional Office and provides original to immediate supervisor electronic copy to Regional Director EMS La Broquerie Regional Office receives Notification of Suspension of Services Form and enters information into database La Broquerie Regional Office emails copy of La Broquerie Regional Office completes and emails MB Health form, then faxes to form to the CEO Office and appropriate **Executive Director/Vice President CME** CEO determines if EL-9 to the Board is required Further communication and planning is implemented in event of extended suspension of services