

Jackson Township First Aid Squad

38 E. Veteran's Highway
P.O. Box 516
Jackson, NJ 08527



Dear Prospective Member:

Thank you for your interest in membership in the Jackson Township First Aid Squad! This letter is to inform you about the responsibilities of membership, as well as the process to become a member. We look forward to you joining us!

About the Squad: The Jackson Township First Aid Squad, Inc., was formed in 1953 and has been providing free, completely volunteer emergency medical services to the people of Jackson Township continuously for the last 60 years. Currently, the Squad operates from 6:00 pm to 5:00 am, seven days a week, 365 days a year, and answers approximately 2,100 ambulance calls a year in a coverage area that exceeds 100 square miles. The Squad has four ambulances and two active stations. Station #1, the main Squad building, is located at 38 E. Veteran's Highway, and our duty crews operate from this location. Station #5, our substation, is located at the Jackson Mills Fire House on County Line Road.

Duty Shifts: Squad members are divided into five duty nights, Monday - Friday. Each crew runs from 6:00 pm - 5:00 am on its assigned duty night, as well as from 6:00 pm - 5:00 am on every fifth Saturday and Sunday. Members are required to stay with their crew (generally at the Squad building) during their duty shift.

In the event you are not available for your duty shift, it is your responsibility to obtain coverage from another member of the same (or higher) membership class. If you cannot find a cover, you must notify your crew chief in advance of your duty night. A no call/no show for a duty night is highly disruptive to the Squad, and may result in Squad discipline, up to and including the revocation of membership.

Membership Classes: New members join the Squad as either probationary members or affiliate members. Probationary members are on the path to become full, active members, and are required to run their crew's assigned duty shift (6:00 pm - 5:00 am one night a week and every fifth weekend). After completing a six-month probationary period, probationary members are eligible to become active members, either as Emergency Medical Technicians (EMTs) or drivers. The New Jersey EMT Training Fund will pay for EMT training for members of volunteer squads, and all probationary members are encouraged to become EMTs.

Affiliate members are those who are unable to run a scheduled duty night. While affiliate members must stay with their crew when on duty, they can effectively choose their own duty hours during the Squad's hours of operation. Affiliate members are not eligible to become active members without first completing the full six-month probationary period, and are required to be on duty at least 33 hours per month.

Membership Process and Requirements: Attached to this letter are an application and a background check authorization form. Please fill these forms out and return them to the Squad building. You will then be contacted for an interview with the membership committee. After your application is accepted by the membership committee, you are a member of the Squad, and eligible to attend Squad Meetings, which occur on the third Wednesday of the month at 8:00 pm.

Before running ambulance calls, you must complete a background check. Contact the Jackson Police Department's records unit (732-928-1112), or go to police headquarters during regular business hours for a fingerprint authorization. This authorization will contain the information on scheduling an appointment with the State's fingerprint contractor. The \$29 cost of the fingerprints will be reimbursed by the Squad after you submit the receipt. You may also be required to complete a hair follicle drug test, which is taken at the Squad building by a Squad officer.

All running Squad members must also have a current Tuberculosis test, as well as a Hepatitis B vaccination. Through arrangement with Kimball Medical Center's Corporate Care (732-942-5906) these services are made available at low cost. Again, the cost, if necessary, will be reimbursed by the Squad provided you submit a receipt.

Once your background check is completed, you will be contacted by a Squad officer about your duty night assignment. The Squad will make every effort to accommodate your duty night preferences, though the need to staff ambulances is always paramount.

Training: All Squad training is provided free of charge to members. All running members must be trained in Healthcare Provider-level CPR (AHA Basic Life Support for Healthcare Providers, ARC CPR for the Professional Rescuer, NSC Basic Life Support: Healthcare and Professional Rescuers). These courses are usually provided in-house for those that need them. You may be permitted to ride ambulance calls as an observer while you obtain this training.

Training is required to operate the Squad's ambulances. This includes both in-house training, as well as formal courses such as the Emergency Vehicle Operators Course (EVOC) and Coaching the Emergency Vehicle Operator: Ambulance (CEVO). We may also request a copy of your driver's abstract before permitting you to operate a Squad vehicle.

Other training opportunities are available, and will be announced on the google group and posted on the bulletin board at the Squad building.

Miscellaneous: the Squad telephone number is 732-928-0278. You will be provided with a member roster that has the contact information for Squad officers and members. The Squad also has an e-mail group, jtfas@googlegroups.com. Squad announcements are often put out on the e-mail list.

Probationary and active members are eligible for the Length of Service Awards Program (LOSAP), similar to a 401(k) plan that is funded by the township of Jackson. Eligibility for LOSAP is based on a points system.

The Squad issues uniform items, including uniform polo shirts, pants, and winter jackets. You must wear Squad apparel during your duty nights. You must also wear long pants and black, closed-toed shoes (preferably boots).

Thank you again for your interest in the Jackson township first aid Squad! We look forward to receiving your application and speaking with you.

Sincerely yours,

The Membership Committee