

Gardai

GARDA CASUALTY BUREAU

FUNCTION/ROLE: To:

- Liaise between the Gardai and the Hospital Emergency Control Centre
- Collate details of all patients arriving as a result of the Major Emergency
- Assist hospital security to monitor access to the site
- Identification of casualties and preservation of forensic Evidence.

ACTIVATION PROCEDURE:

- You will be informed by Garda Síochána.

1. Report to Hospital Emergency Control Centre (Main Boardroom) and collect action card No 36.
2. Proceed to the Gardai Casualty Bureau (located in the Meeting & Conference Room in the Cardiac Renal Centre) The ED tutorial room may also be made available to the Gardai if required.
3. Ensure that the Bureau is adequately supplied with Phones, Fax & Copying machine and administrative facilities.
4. The room adjoining to the Garda Casualty Bureau may also be used if required.
5. Ensure the appropriate Garda Documentation is available.
6. Liaise with the Hospital Emergency Control Centre as regards information received from the Incident site, the Emergency Department, and any other medium on the casualties and relatives.
7. Allocate a Garda to the Emergency Department to assist with security and to ensure only casualties are admitted through the Ambulance/Triage entrance (the Psychiatric Waiting Room in the ED at the ambulance entrance will be used as a base for the Gardai while stationed in the ED).
8. Work closely with the Garda Liaison Officer in the ED on all matters relating to the identification of casualties and information gathered on the casualties.
9. Assist security with the control of persons seeking admission to the Hospital.
10. Work closely with the Mortuary in the identification of bodies and the preservation of evidence.
11. Complete documentation as per Gardai requirements.