Purpose:

The Serious Incident Review Team (SIRT) collects and interprets information to help agencies understand how and why an incident occurred.

Coordinate an established predetermined deployment protocol for regional and local agencies with the need for a Serious Incident Review Team (SIRT) activation. The SIRT team will recommend corrective actions that may change or establish agency policy or mitigate hazards to prevent future similar incidents.

Policy:

The objective of the incident review is to determine the cause, prevention, and learning points. The process will not serve as the basis of disciplinary action.

The policies of the jurisdictional agencies will determine types and levels of review following established laws and agreements and by the complexity and severity of the incident.

Procedure:

The agency having jurisdiction (AHJ) Chief will request a SIRT investigation through the Health & Safety Section Chair or the SDCFCA '01 Section Liaison, then assign an Agency Administrator.

- The Health & Safety Section Chair or the SDCFCA '01 section liaison is responsible for notifying the SDCFA Executive Board Chair, activating a team specific to the needs of the incident, and acting as a liaison for participating agencies
- Evaluation of requirements and conditions for the incident (including financial parameters)
- Confirm with the Area Having Jurisdiction (AHJ) host the desired outcome, i.e., incident review, green sheet, or full SIRT (significant incident or death)

Objectives:

- Develop the desired level of an investigation report, i.e., incident review, green sheet, or full SIRT
- Gather and distribute information that may be useful in preventing a similar occurrence
- Detect design, procedural training, and enforcement of deficiencies
- Detect and document Department liabilities
- Comply with state and federal regulations

Guidelines, Positions, and Responcibilities:
- Reference: SIRT SDCFCA Procedure Manual