

Place a temporary memorial in front of Fire Station

To honor the memory of the deceased, many FD's place a temporary memorial consisting of a turnout coat and helmet secured to a chair in front of the station. A candle and flowers are appropriate at the base. This also gives mourning citizens of the community the opportunity to add to the memorial. Depending on availability, a photo of the deceased may be displayed.



Critical Incident Stress Management

Assists Emergency Service personnel to construct a shared picture of.....

- ⇒ How the incident occurred
- ⇒ What each of them was thinking
- ⇒ What each of them was doing
- ⇒ How each individual is reacting and feeling
- ⇒ How the department is reacting

It is designed to assist firefighters and the department to.....

- ⇒ Begin the recovery process
- ⇒ Learn from the experience
- ⇒ Honor its lost member(s)
- ⇒ Rebound from challenging events
- ⇒ Collectively move forward



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Office of the State Fire Commissioner Commonwealth Of Pennsylvania



A Fire Department Guide on Handling a Line of Duty Death

Preplanning Before the LODD

Things to do before “it” happens:

1. Beneficiary cards completed
2. Training records up to date
3. Obtain telephone numbers

County EMA

County Coroner

Police

PEMA EOC

800 424-7362

OSFC

800 670-3473

CISM

Worker Comp Carrier

Insurance Carrier

Municipal Contact

Local Honor Guard

Fire Associations

Other

Immediately After the Death

When you are made aware of a Line of Duty Death, there are many steps you must immediately take. You must make sure that the proper notifications have been made. Notify your County Emergency Management Agency and have them notify the Pennsylvania Emergency management Agency’s EOC. This will automatically notify the State Fire Commissioner and staff. Also, notify your County Coroner of the LODD and that the LODD autopsy protocol must be followed.

Basic steps to take before the arrival of a staff member from the Office of the State Fire Commissioner:

1. Make notification of County EMA
2. Advise Coroner of LODD
3. Contact local CISM team
4. Support deceased family with any immediate needs
5. Make sure of your fire fighters well being
6. Lower flags to half-staff
7. Secure training records of deceased
8. Notify Municipality of death
9. Notify insurance carriers
10. Have the Officers on the call make a written statement as to what happened (only facts)

Appoint a Public Information Officer

A PIO must be immediately appointed to control rumors and to release only the facts that the FD determines necessary. All sensitive information should be released with discretion (and family approval). The PIO should be the only spokes person for the FD. Information must be gathered as soon as possible to include:

1. Name of deceased
2. Dept. info (rank, date joined etc.)
3. Next of kin information
 - A. Name
 - B. Relationship
 - C. Address
 - D. Telephone number
4. Gather insurance information
 - A. Worker Comp
 - B. FD life insurance policy
 - C. Fire Assoc. insurance policies
5. Prepare a formal news release
6. Prepare for news media/briefings