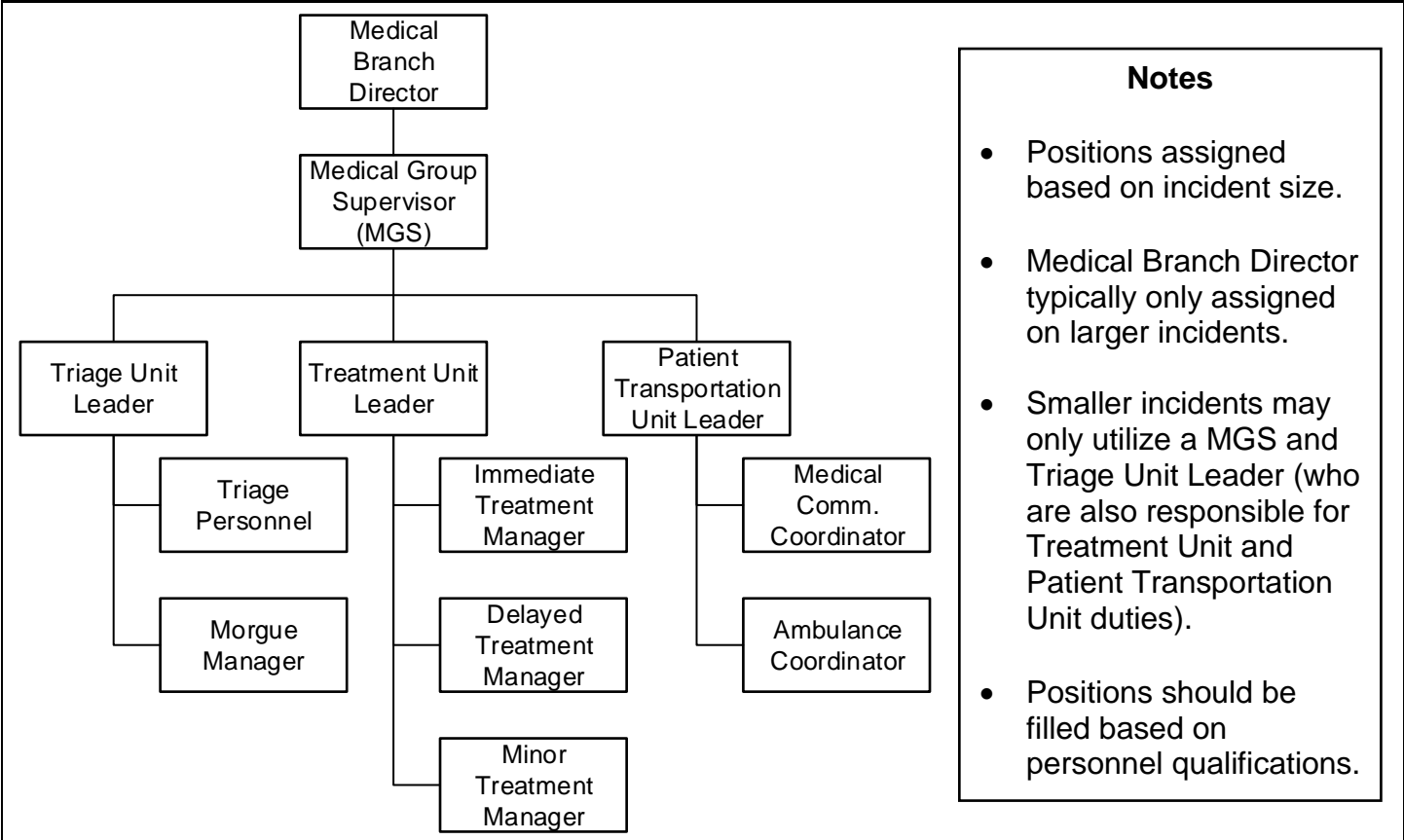




MCI CHECKLIST

Task	Completed
1. Ensure Control Facility (CF) MCI notification (including pre-alert if applicable)	
2. Check in with the Incident Commander (IC) and establish Medical Command	
3. Establish appropriate roles/functions (Triage, Treatment, Transportation)	
4. Don/utilize appropriate MCI vests for identification	
5. Order additional transport/medical resources through the IC	
6. Ensure that triage tags are utilized on all patients prior to transport	
7. Maintain adequate CF communications to ensure appropriate patient distribution	
8. Utilize the patient tracking worksheet to adequately track all patients	

MCI MEDICAL BRANCH ORGANIZATIONAL CHART



Notes

- Positions assigned based on incident size.
- Medical Branch Director typically only assigned on larger incidents.
- Smaller incidents may only utilize a MGS and Triage Unit Leader (who are also responsible for Treatment Unit and Patient Transportation Unit duties).
- Positions should be filled based on personnel qualifications.