

Standard Operating Guideline Still-Photo, Cell Phone & Hand-Held Video Cameras SOG 100-0011	Chicora Independent Hose Co. Page 1 of 4 Last Revised 01/08/2019
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## **1.0 Purpose**

This Standard Operating Guideline (SOG) is intended to establish and communicate department policy for the use of hand-held cameras at incidents by department personnel.

While there are benefits to recording incidents with these cameras, they may create legal or public relations problems for the department. There are generally-accepted principles of law as applied to capturing images from public streets and in other public places. However, use of a camera at incidents inside residences or commercial establishments is less clear. Therefore, this SOG establishes a framework for intelligent use of cameras that will allow the department to realize their benefits while minimizing potential legal and public relations issues.

## **2.0 Scope**

This SOG shall apply to all hand-held video cameras, still-photo cameras, cell phone cameras and similar cameras. It shall apply to cameras owned by the department or personal cameras owned by members.

This SOG does not apply to helmet video cameras. Refer to the appropriate standard operating guideline for these devices.

## **3.0 (Reserved for future use)**

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## 4.0 Permitted and Banned Uses of Cameras

### 4.1 Fire, Service, and Hazardous Materials (Hazmat) Calls

In general use of hand-held cameras by members of this department at incidents and training is permitted except for incidents involving direct patient care. Use of cameras shall not delay fire suppression efforts or activities at hazmat or service calls.

### 4.2 Rescue Calls

Cameras may be used on rescue scenes. However, personnel should make every effort to avoid capturing patient care with the camera. If a camera inadvertently records patient care during a rescue, the fire chief will have the final determination as to the use of the video or photo. Personnel should avoid capturing images of vehicle registration ("license") plates whenever possible.

### 4.3 EMS Responses

**Camera may not be used on EMS responses.** EMS crews are forbidden to take any photos during an EMS response.

### 4.4 HIPPA/Privacy Requirements

A camera may not be used to record video or capture private medical information or records. Patient care or other private and/or personal information shall not be disseminated with a video.

### 4.5 Eavesdropping/Illegal Activities

Cameras shall not be used for any illegal activities such as eavesdropping on, listening to, or recording private conversations.

## 5.0 Posting, Uploading, or Emailing Video or Photos to the Internet

All photos or video content will be reviewed by the fire chief or his/her designee before being posted, uploaded, or emailed. **No video or photos may be posted to social sites or given to anyone who is not a member of the department without the permission of the chief or his/her designee.** This includes photos or videos taken during training sessions.

## 6.0 Consent

A patient may give consent for a video of a rescue or other emergency event to be used in training, education, or any other usage desired by the fire department. The "Fire Department Usage Consent Form" (see Appendix A) must be completed and signed by any patient who gives consent for use of video.

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## APPENDIX A

### Chicora Independent Hose Company Fire Department Video Usage Consent Form

I, \_\_\_\_\_ (print name) give consent to the  
 \_\_\_\_\_ Fire Department to use the video obtained on  
 \_\_\_\_/\_\_\_\_/\_\_\_\_. I understand that I will not be compensated in any way for the use of this video.  
 The video may be used for training, education, recruitment, uploading, downloading, or other uses as  
 the department sees fit.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

FD Rep: \_\_\_\_\_

Date: \_\_\_\_\_

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## 7.0 REVISION HISTORY

12/16/2013

1. General formatting changes
2. Formal approval by Chief J. Miller and release to department.

05/22/2016 Changed SOG number from SOG 2013-002 to SOG 100-0011 to reflect new numbering system.

01/08/2019

Changed to new format for SOGs.