

SOG #

03-02

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**Purpose:**

To accurately document all patient encounters.

**Scope:**

Any and all individuals that are involved as patients or potential patients should receive proper evaluation, treatment, and transport. All patient encounters will be documented on the appropriate patient care report. Patient encounters are defined as requests for medical aid, rescue, lift assist. A complete physical assessment will include a complete set of vital signs.

The patient has the right to refuse any evaluation, treatment, or transport, if he/she is over 18 years of age and alert and oriented to person, place, time, and event. In the event the patient refuses care, the patient care report will be completed. The patient will sign the electronic patient care refusal after refusing evaluation, treatment, or transport and after verbalizing understanding of the medical consequence of refusing care. If the patient is a minor and not emancipated, a competent adult may refuse transport. It is preferable that the adult be a parent, guardian, or other family member.