

International SOS EMS Narrative Policy

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1. Purpose

1.1 The purpose of this policy is to establish a standardized and consistent charting process for all EMS personnel by mandating the use of LCHART or DRAATT narrative formats.

1.2 This change aims to improve patient care documentation, operational compliance, and continuity of care.

2. Applicability

2.1 This policy applies to all EMTs, Paramedics, and Captains employed by International SOS in Kuwait and Qatar.

2.2 It governs all patient narratives entered into the EMS Charts system.

3. General Overview

3.1 The International SOS EMS Charting Policy ensures uniformity in documentation while adhering to mandated patient care standards.

3.2 This policy outlines:

3.2.1 The required charting formats.

3.2.2 Responsibilities and expectations for compliance.

4. Charting Format Standards

4.1 Approved Charting Styles

4.1.1 **LCHART:** Location, Chief Complaint, History, Assessment, Rx/Treatment, Transport.

4.1.2 **DRAATT:** Dispatch, Response, Arrival, Assessment, Treatment, Transport.

4.2 All EMS personnel must use one of these formats for every patient encounter.

4.3 Training

4.3.1 Training on LCHART and DRAATT will be mandatory for all EMS staff.

4.3.2 Training completion must occur within 30 days of the effective date.

4.4 Implementation Deadline

4.4.1 All documentation must follow the approved formats beginning 1 Mar 2025

5. Documentation and Audits

5.1 Supervisors conduct reviews of all ePCR entries to identify patterns or deviations.

5.2 Quality assurance feedback will be provided to employees as part of ongoing compliance efforts.

6. Resources

6.1 Training materials on LCHART and DRAATT will be distributed at the onset of this policy.