Incident History

- 1st sentence: dispatch info
- 2nd sentence: what the pt. states happened
- 3rd sentence: what you see upon arrival (condition the pt. was found)

Subjective

- What the pt. or bystanders state but you did not witness
- Pertinent negatives that the pt. reports

Assessment

- What you suspect happened. It could be different from dispatch.
- Usually one word; keep it short.

Run Report



Chief complaint

What dispatch said

Objective

- What you observe and vitals
- Pertinent negatives that you can see.

Plan

- Any treatments and interventions you performed
- Transport decision
- If refusal, write "Pt. was informed of risks of refusal and advised to call back if condition worsens"

Run Report Examples and Notes

Incident History

• Ex. ACEMS was dispatched to college aged male who fell down the stairs. Upon arrival pt. was found lying face down at the bottom of the stairs. Pt. states he felt dizzy then tripped

Subjective

- Ex. Pt. states they fell 10min ago
- Ex. Pt. states his head hurts and his legs and arms feel sore
- Ex. Pt denies feeling nauseous

Assessment

• Ex. Suspected spinal injury and possible concussion

Chief complaint

• Ex. EtOH, panic attack, fall, etc.

Objective

- Ex. Pt has rashes and hives to the chest
- Ex. Pt could not keep their head up
- Ex. Pt had no signs of head trauma

Plan

- Ex. Pt was given an ice pack.
- Ex. Care was transferred to AFD
- Ex. Pt was advised of risks of refusal and told to call back if condition worsens.

General Notes

- Report everything you did during the call
- Make sure you write down the events of subjective and objective in chronological order
- If you made a mistake, cross it out with one line and write your initials right next to it
- Start each bullet point on a new line
- Cross our all empty boxes (including vitals) once the run report is signed by everyone

Common abbreviations

- Pt = Patient
- WNL= Within Normal Limits
- AxO = Alert and Oriented
- CAO= Conscious Alert and Oriented