

ABSTRACT

As the capital of Prague gradually expanded, both in population and area, Emergency Medical Service of Prague (EMSP) had to grow accordingly. Rescue Teams of EMSP are currently located in 18 stations throughout the territory of Prague.

The high number of Rescue Teams groups poses a major challenge to technical - physical operation. One of the areas where the need for changes has been identified, is the asset management. The current system is inadequate and unable to respond flexibly to frequent changes in the asset register. Large number of emergency stations, which are located over a large area and include ambulance cars, triggered the need for rapid search and registration of fixed assets, so the whole process would be as efficient as possible and would not hinder the operation of Rescue Teams. Therefore the registration of property by means of barcodes was launched. During inspections and changes in records or registration of new assets, the operation in records is carried out quickly and efficiently using mobile terminals with a bar code reader, which is actually a small computer.

The aim of this paper is to describe management of changes in property records using bar codes at the Medical Emergency Service of Prague. This change in the process of property registration will reduce the time, when the crews were out of service during operations with tangible property within the ambulance cars and thereby improve the provision of prehospital emergency care. In order to obtain the necessary information and achieve the set objective, certain methods and techniques have been employed - analysis of documents related to the topic, work with relevant literature and its studies, work with online resources, informal interviews, meetings, personal experience, risk analysis and involved persons; force field changes, obtaining support from the management and employees of the organization, planning for change, change implementation, training and support of staff at facilitated meetings, presentations, evaluation of the change process – through an inventory check of assets of Rescue Teams of EMSP using bar codes.

Keywords

Change management, property records, bar code, Medical Emergency Service, prehospital emergency care, communication, teamwork, inventory of assets, inventory check of assets.