Solano County Health & Social Services Department

Mental Health Services
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POLICY MEMORANDUM 3400

DATE: 25 September 2008

REVIEWED/APPROVED BY:

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MICHAEL FRENN, EMS AGENCY ADMINISTRATOR

SUBJECT: EMT-P ACCREDITATION PROCESS AND CRITERIA

AUTHORITY; CALIFORNIA CODE OF REGULATIONS, TITLE 22, ARTICLE 4, §100140, 100144, 100164 & 100172 and HEALTH AND SAFETY CODE, DIVISION 2.5, §1797.7, 1797.185, 1797.194 & 1797.214

PURPOSE/POLICY:

Accreditation is a process by which the Solano County EMS Agency and its Medical Director can be assured that all EMT-P's functioning in the EMS system are oriented to local policies, procedures and EMS system features as well as possess those skills necessary to perform any optional scope of practice skills and procedures currently being used in Solano County.

Nothing in this policy prohibits an employer from imposing stricter requirements for the employment or orientation of EMT-P personnel

I. INITIAL ACCREDITATION

A. To be eligible for accreditation in Solano County, an individual must

1. Provide evidence of possession of a valid California Statewide EMT-P license which is current. State Licensure means that the individual has met specified training and education standards and has been deemed competent to practice throughout the State of California in the EMT-P basic scope of practice, as defined in Title 22. CCR.

2. Provide proof of employment with an authorized Solano County ALS Provider.
   a. A paramedic may become accredited as a paramedic in Solano County if they are a volunteer firefighter for an authorized Solano County ALS Provider and have employment with an ALS provider serving outside Solano County.
   b. The Solano County ALS provider using volunteer accredited paramedics is responsible for verifying the employment status of that volunteer.
3. Provide evidence of a valid and current ACLS card issued in accordance with the guidelines of the Journal of the American Medical Association (JAMA), and PALS (Pediatric Advanced Life Support) or PEPP (Pediatric Education for Prehospital Professionals), additionally must have PHTLS (Prehospital Trauma Life Support) or BTLS/ITLS (Basic Trauma Life Support/International Trauma Life Support) .
   a. New paramedics accrediting in Solano County will have six (6) months to obtain the necessary certifications.
4. Apply to the local EMS Agency. Application includes the following:
   a. Completion of application form.
   b. Check or money order payable to "Solano County EMS" for the amount specified in Solano County EMS Policy Memo #3000.
5. Attend an EMS Agency orientation not to exceed eight (8) classroom hours, and submit orientation forms as specified in Solano County Policy Memo #3600.

B. EMS Agency Orientation Process

1. The EMT-P will be oriented to the local EMS system including policies and procedures, treatment protocols, radio communications, base and receiving hospitals, specialty care centers and other unique system features.
2. The orientation should not repeat items within the basic EMT-P scope of practice which are already covered in the State written and skills examination.
3. The orientation may not exceed eight (8) hours, excluding any necessary testing in the optional scope of practice.
4. The orientation shall be completed within thirty (30) days of receipt of a completed application unless the applicant and the Solano County EMS Agency have mutually consented to a provisional extension of up to 90 days.

C. Pre-Accreditation Field Evaluation

1. The purpose of the field evaluation is to determine if the applicant is knowledgeable to begin functioning under local policies and protocols.
2. The performance of skills and procedures by the accreditation applicant will be done in the presence of a field preceptor certified by the Solano County EMS Agency. Although the applicant may be licensed as an EMT-P in California, the

preceptor has the ultimate responsibility for patient care rendered by the EMT-P during the evaluation period.

3. It is the responsibility of the field preceptor to determine that the applicant is ready to begin functioning within Solano County in the optional scope of practice according to local policies and procedures.
4. The pre-accreditation field evaluation is limited to no more than ten (10) calls requiring base station contact. The number of calls may be shortened at the discretion of the EMS Agency upon the request of the preceptor.
5. The EMS Medical Director shall evaluate any applicant who fails to successfully complete the field evaluation and may recommend further evaluation or training. If, in the course of the field evaluation, the applicant's proficiency in the basic scope of practice comes into question, then the qualification of the individual to hold a license becomes an issue and the Solano County EMS Agency shall evaluate the situation for appropriate action including, but not limited to, forwarding to the State EMS Authority for further review.

D. Accreditation Procedure

1. Upon completion of an application and the EMS Agency orientation the licensed EMT-P may practice the BASIC scope of practice as a second paramedic on a unit. A certified preceptor need not be present at this time.
2. After completion of the pre-accreditation field evaluation the Solano County EMS Agency shall issue a probationary accreditation not to exceed 60 days.
3. The probationary period is designed to allow the applicant time to:
   a. Demonstrate training and/or proficiency in procedures required for Special Procedures (S Category) Protocols and the optional scope of practice;
   b. Submit a course completion certificate for First Awareness and Medical Management for Haz-Mat incidents;
   c. Permit verification of status with other certifying or accrediting agencies;
   d. Demonstrate completion of an EMS-C training program or equivalent;
   e. Allow the Base Hospital Liaisons an opportunity to evaluate the applicant using field care audits.
4. The applicant may work as a single paramedic during this probationary period and utilize both the basic as well as the optional scope of practice.
5. The applicant will be eligible for full accreditation upon successful completion of the EMS Agency orientation, pre-accreditation field evaluation, fulfillment of the requirements in #3 above and recommendation by the Base Hospital Liaison.
6. A candidate who fails to complete the accreditation process may not practice as an EMT-P in Solano County even within the basic scope of practice or as a second paramedic on a unit.
7. The local EMS Agency shall accredit the individual to practice in Solano County. Accreditation to practice shall be continuous as long as State of California EMT-P license is maintained and local requirements are met.

8. Accreditation is indicated by the issuance of a Solano County Accreditation Card bearing the date of issuance, date of expiration, and the signature of the EMS Agency Medical Director.
9. The EMS Agency shall notify individuals applying for accreditation of the decision to accredit within ten (10) working days of completion of the above requirements.
10. The Solano County Accreditation Card will be mailed to the applicant within ten (10) working days of completion of the above requirements.

II. MAINTAINING ACCREDITATION

A. Accreditation is maintained when the following requirements are met:

1. Maintenance of a valid State of California EMT-P license.
2. Maintenance of a valid and current ACLS card issued in accordance with the guidelines of the Journal of the American Medical Association and a current PALS (Pediatric Advanced Life Support) or PEPP (Pediatric Education for Prehospital Professionals), additionally must have a current PHTLS (Prehospital Trauma Life Support) or BTLS/ITLS (Basic Trauma Life Support/International Trauma Life Support).
   a. Current Solano County Paramedics will have eighteen (18) months from the date the policy takes effect to comply with this section.
   b. All ALS providers will verify and track compliance with this section of the policy and submit a list to the EMS Agency at the end of each quarter which paramedic is in compliance with the policy.
   c. The EMS Agency will verify each paramedic's compliance when they come in for reaccreditation.
3. Affiliation with a designated EMT-P service provider within the local jurisdiction.
4. Comply with the following requirements:
   a. Maintenance of Continuing Education Requirements as specified in Policy #3700;
   b. Demonstrate by audit via the Solano County EMS-MIS system:
      (1) Proficiency in endotracheal intubation of at least 75%;
      (2) Proficiency in IV starts of at least 75%
      (3) Acceptable audit outcomes by the Base Station Liaisons.
   c. The EMT-P may, at the discretion of the EMS Medical Director, be required to:
      (1) Complete training courses on revised policies and procedures, treatment protocols, or optional scope of practice skills.

(2) Obtain education aimed at a specific clinical condition or problem identified in the quality improvement program, which may include specialized training or certification in pre-established courses.

(3) Show skills competency on those skills infrequently used.

III. ADVERSE ACTIONS ON ACCREDITATION

A. Accreditation may be denied or suspended by the Solano County EMS Agency for cause;

B. If an EMT-P does not maintain current licensure or meet local accreditation requirements, accreditation can be suspended until such time that the deficiencies are completed and documented;

C. Suspension of accreditation means that the EMT-P cannot work in either the basic or optional scope of practice in Solano County.

D. Accreditation will not be denied based on an EMT-P's accreditation history with another EMS Agency or their provider affiliation.

E. Any actions against an EMT-Ps accreditation will be conducted in accordance with Health and Safety Code Section 1798.200 et. Seq., and the California Administrative Procedures Act, where applicable.

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