



POLICIES AND PROCEDURES

POLICY:
TITLE: Advanced Emergency Medical Technician Accreditation

EFFECTIVE: DRAFT
REVIEW: DRAFT
SUPERCEDES:

APPROVAL SIGNATURES ON FILE IN EMS OFFICE

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ADVANCED EMERGENCY MEDICAL TECHNICIAN ACCREDITATION

I. **AUTHORITY**

In accordance with Section 100220 of the California Code of Regulations, the local EMS agency may accredit a California Advanced EMT to practice in its jurisdiction.

II. **DEFINITIONS**

- A. **Accreditation** means authorized to practice Advanced EMT skills in those counties within the region where orientation to the local EMS system has been completed.
- B. **Advanced Emergency Medical Technician (AEMT)** means a California certified EMT with additional training in limited advanced life support according to the standards prescribed by Chapter 3.2 of the California Code of Regulations, Title 22, Division 9.
- C. **Agency** means the Mountain Counties Emergency Medical Services Agency.
- D. **Mountain Counties EMS System** means the geographic areas within the member counties of the EMS Agency.
- E. **Limited Advanced Life Support (LALS)** means a person who is educated and trained in all the elements of prehospital limited advanced life support, who has passed all required test, who has been licensed by the State of California as an Advanced Emergency Medical Technician associated with any Agency contractually bound to provide services.

III. **PURPOSE**

This policy is to define the process for providing Advanced Emergency Medical Technician accreditation program services that are in full compliance with all state and local laws, rules, and regulations. Due to the rural nature of the Agency, this policy provides a mechanism whereby individuals may acquire AEMT accreditation through the option of high-fidelity manikin simulation and/or under the direction of a Field Evaluator to satisfy pre-accreditation field evaluation requirement.

IV. **POLICY**

- A. To be eligible for Initial AEMT pre-accreditation for 30 days in MCEMSA an applicant shall:
 - 1. Provide the Agency with written proof of employment with a designated ALS provider within Amador, Alpine, Calaveras, or Mariposa County.
 - 2. Possess a valid/current State of California Emergency Medical Services Advanced EMT license.
 - 3. Apply to the Agency for accreditation using the Mountain Counties EMS Advanced EMT application.
 - 4. Complete a statement that the applicant for accreditation is not precluded from accreditation as an Advanced EMT for reasons described in 1798.200 of Health and

Safety Code.

5. Provide a valid copy of a current U.S. state issued driver's license or phot I.D. care.
 6. Complete an orientation of the Mountain Counties EMS system as delivered in person by the Agency, which shall not exceed eight (8) classroom hours.
 7. Pass a **CLOSED** book written examination with an 80% or better score on the Agency LALS Treatment Protocols, Policies, and Procedures exam prior to the start of the thirty (30) day pre-accreditation period.
 - a. Applicants will be allowed to retest taking a closed book exam, until they receive a minimum score of 80%.
 - b. Applicants may not retest on the same day as the initial exam and shall make arrangements with the Agency to schedule a date and time to retest.
 8. Complete the Agency MCI training online and obtain completion certificates for all four (4) modules.
 9. Submit Agency approved accreditation fee.
- B. A candidate shall be granted a thirty (30) day pre-accreditation period which begins upon of requirements listed above. At the end of thirty (30) days, if the individual has not successfully completed the Agency orientation process, or has not met any other pre-accreditation requirements, the applicant will no longer be able to function as an Advanced EMT in the MCEMSA System. Applicants may reapply for accreditation by paying another initial accreditation fee.
- C. Applicants may apply for a thirty (30) day extension by submitting the request in writing to the Agency prior to the expiration of the initial thirty (30) day pre-accreditation period. If the pre-accreditation requirements have not been met within this second thirty (30) day extension period, an additional thirty (30) day extension may be requested by submitting the request in writing and by paying another initial accreditation fee.
- D. Once accredited by the Agency, the AEMT shall be considered accredited if the following conditions are met:
1. Maintain licensure as an Advanced EMT by the State of California.
 2. Successfully complete any requirements imposed by the Agency Medical Director for Agency approved policy update class.
 3. Meet any requirements of the System-wide CQI program.
 4. Provided verification of compliance with Agency Policy 853.00-Prehospital Training Standards.
- E. An accredited Advanced EMT must notify the Agency within five (5) business days of any change in address, telephone, or e-mail contact information.
- F. All accredited Advanced EMT must submit, every two years, an information update sheet, a new photograph (taken by the Agency), and a copy of a newly issued State of California AEMT license to maintain accreditation.
- G. The Agency Advanced Life Support Provider shall notify the Agency within two (2) business days of the separation from employment of an accredited AEMT. If the AEMT surrenders their local accreditation, the card shall be returned to the Agency.
- H. If the separated AEMT does not surrender their local accreditation card to the former employer, they shall surrender the card to the Agency within two (2) business days of separation from employment.
- I. Any AEMT that is accredited by the agency, but not employed by an approved MCEMSA Limited Advanced Life Support Provider at the time of adoption of this policy shall surrender card to the Agency with one week of notification to do so.

V. PROCEDURE

- A. Prior to the thirty (30) day pre-accreditation period the candidate must complete the

following:

1. Agency Advanced EMT Accreditation Application.
 2. Photocopy of current State of California AEMT license.
 3. Photocopy of California Drivers License or Identification card. **An approved government ID may be acceptable, ie. Passport, military ID.**
 4. Proof of completion of Multi-Casualty Incident Field Operations modules.
 5. Completion of Agency Orientation of local EMS system.
 6. Pass a CLOSED book written examination with an 80% or better score on the Agency LALS Treatment Protocols, Policies, and Procedures. Candidate cannot retest on the same day and must reschedule a new test date with Agency staff.
 7. Successfully complete and show competency on five (5) scenario-based patients contacts (up to a max. of ten (10)). Complete a "Documentation of Patient Contact Interim Report" for each of the scenario-based patients contacts.
 - a. Of the candidate fails any one of the five (5) LALS patient contact scenarios, they may retest that scenario one (1) time. If the candidate fails that scenario the second time, the applicant shall schedule a time to retest.
- B. The following pre-accreditation process shall be completed, and all documents submitted within the thirty (30) day pre-accreditation period in the following order:
1. The candidate shall demonstrate proof of present employment or a written commitment for employment by an Alpine, Amador, Calaveras, or Mariposa County designated LALS provider agency.
 2. The candidate for initial accreditation shall be required to successfully complete a pre-accreditation field evaluation and/or LALS patient contact via simulation of up to ten (10) LALS responses. This requirement may be waived or modified at the discretion of the Agency Medical Director.
- C. Upon successful completion of the pre-accreditation requirements, an accreditation card will be issued.
- D. The Medical Director of the Agency may suspend or revoke accreditation if the Advanced EMT does not maintain current licensure or meet local accreditation requirements.
- E. If accreditation is suspended or revoked, the affected Advanced EMT shall be entitled to appeal the decision. The process for appeal is outline in Agency Policy #161.00, Appeals Process.
- F. Disciplinary proceedings shall be conducted in accordance with Title 22, Division 9, Chapter 4.1. of the California Code of Regulations.
1. If the license holder is a firefighter who is alleged to have engaged in violation or omissions while on duty, investigation shall be conducted in accord with the Firefighters Procedural Bill of Rights Act (California Government Code Section 3250 et. Seq.)
 2. If the license holder is a public safety officer who is alleged to have engaged in violation or omissions while on duty, investigation shall be conducted in accordance with the Public Safety Officers Procedural Bill of Rights Act (California Government Code Section 3300 et. Seq.)

Commented [MF1]: Not sure about this, but thought I would add it in.