Loudoun County Emergency Medical Services Council, Inc.

EMS Policy # 18

Continuing Education Units/Refresher Training

Origin: 12/99
Revision: 03/10

1. PURPOSE

A. The purpose of this policy is to establish guidelines and educational requirements for continuation of local authorization for Loudoun County affiliated Basic Life Support providers.

B. The purpose of this policy is to establish guidelines and educational requirements for continued local authorization for Loudoun County affiliated Advanced Life Support providers

C. The Continuing Education (CE) Recertification Program allows an EMT-Enhanced, EMT-Intermediate, or Paramedic, who is locally authorized to practice at an ALS level within Loudoun County, demonstrates competency and completes appropriate continuing education, to renew their certification.

D. To ensure a consistent CE educational program for all Loudoun County affiliated ALS Providers and a uniform educational program for all Loudoun County affiliated BLS providers.

2. BLS PROVIDER PARTICIPATION

A. All locally authorized Loudoun County BLS providers must attend and successfully complete Loudoun County EMS Council, Inc., continuing education/refresher training within their certification period to be eligible to maintain local authorization.

B. Basic Life Support providers who have attended an organized and Virginia OEMS approved Refresher Training program may request to be exempt from portions of the Loudoun County Emergency Medical Services Council, Inc., course.

C. The request must be submitted in writing with documentation of the training and their Chief and/or Training Officer's approval (Loudoun) to the Basic Life Support Committee.

D. The BLS Committee will review the request and make a recommendation to the Operational Medical Director. If an exemption is approved, the BLS provider must attend the following class sessions in a Loudoun County Emergency Medical Services Council, Inc., course specific to their level of certification.

1) Patient Assessment

2) Cardiac Emergencies/AED

3) MAST/KED/Traction

4) Shock/Trauma

5) Protocols and Policies/Procedures

6) All basic life support skills used in Loudoun County

E. All locally authorized Loudoun County BLS providers must successfully complete local authorization written and practical testing during their certification period.

F. Upon successful completion, the BLS provider will receive OMD exemption from state practical testing.

G. Recertification and the maintenance of local authorization is the responsibility of the individual BLS provider. Local authorization will not be provided to candidates who are expired. Certification must be maintained throughout the refresher/CEU process.

3. ALS PROVIDER PARTICIPATION

A. All locally authorized ALS providers – EMT-Enhanced, EMT-Intermediate and Paramedic, may participate in the CE program if they are:

1) Currently certified and locally authorized at the advanced life support level (E/I/P) and are seeking to renew their ALS certification.

2) Currently active members or employee of an agency must be authorized to provider the level of care for which they participant is seeking recertification. For example, a Paramedic can not recertify through an agency that only provides a level of care up to the EMT-B level.

B. Participation is voluntary. An EMS Agency can not require a member/employee to participate in the CE program. Participants may withdraw from the program at any time. ALS Refresher Courses will be provided once a year in the fall/winter time frame for all providers not wishing to partake in the CE refresher program. All providers not wishing to participate in the CE program will need to attend the ALS Refresher Course to recertify. To participate in the CE program participants cannot be re-entry, must be currently certificated and locally authorized, at an ALS level, within Loudoun County.

C. Each individual can use a different means of completing the requirement. All must attend the mandatory requirements at LCFR Training Center. The remainder of the core and Category 2 hours can be attained via other approved CE programs or sessions, that are eligible for VA OEMS CEUs.

D. Participants cannot allow their certification to expire during the program. Expired or Re-Entry certifications are not eligible for renewal in this program.

1) If your certification expires, you will need to enroll in a Loudoun County Training center sponsored ALS refresher course. Each participant must complete a "Participant Registration Form". This form must be submitted prior to starting the CE Program.

E. Participants process of renewal of certification.

1) Participants must complete and submit the appropriate paperwork for a renewal process to be completed. Participants will be provided the LCFR and VA office of EMS (OEMS) recertification forms. The provider is responsible to complete and submit the appropriate LCFR Recertification form(s). Participants must ensure they are using the current form before submitting paperwork. The LCFR and VA OEMS forms are available from the Training Division of from the LCFR internet web site.

2) To renew certification, and EMT-E must complete at least 36 hours of "appropriate continuing education" that includes:

a. Refresher training (16 hours core content, of which all core content will be at LCFR.)

b. BLS-HCP or higher (CPR) certification

1) The regulations based on VA OEMS rules for recertification, requires CPR in addition to 36 hours of CE credit. Therefore CPR is not acceptable for CE credit, but is mandatory for recertification.

2) Submit a copy of your CPR card to include the front and back of the card.

c. Additional EMS related continuing education Category 2 – (20 hours)

d. Verification of skill maintenance – ALS challenge every three (3) years to include practical and written.

3) To renew certification, an EMT-I or P must complete at least 72 hours of "appropriate continuing education" that includes:

   a. Refresher Training (48 hours of core content, of which 24 hours must be at LCFR).

   b. BLS-HCP or higher (CPR) certification

      i. The regulations based on VA OEMS rules for recertification, requires CPR in addition to 72 hours of CE credit. Therefore CPR is not acceptable for CE credit, but is mandatory for recertification.

      ii. Submit a copy of your CPR card to include the front and back of the card.

   c. ACLS certification

   d. Additional EMS related continuing education Category 2 – (24 hours)

   e. Verification of skill maintenance – ALS challenge every three (3) years to include practical and written.

4) Intermediate and/or Paramedic participants must provide verification of current Advanced Cardiac Life Support (ACLS) certification. Copies of CPR and/or ACLS course completion cards must b e submitted to include the front and back of the card. No original cards will be accepted. Only photo copies.

4. Definition of different continuing education requirements for each provider level?

   1) The EMT-E, EMT-Intermediate and Paramedic each have specific requirements for completing the hours of continuing education.

      a. EMT-Enhanced

         i. 36 hours of refresher training (16 hours core content- Mandatory at LCFR)

            ii. Mandatory Hours at LCFR: (total 16 hours of core content.)

               1. Airway, Breathing and cardiology – 6 hours
               2. Provide Ventilatory Support for a patient -1 hour
               3. Pharmacology Review – 2 hours

4. Assess and provide care to a patient experiencing an allergic reaction – 1 hour
5. Perform a rapid trauma assessment/care for patient with shock – 1 hour
6. Obstetrics and Pediatrics – 3 hours
7. Operations – 2 hours

ii. 20 hours of VA OEMS Category 2 (non-core content) CE hours

2) Intermediate/Paramedic

b. 72 hours of Refresher Training (48 hour core Content-24 hours Core content – Mandatory at LCFR)

i. Mandatory Core Content at LCFR: (Total 24 hour core)
   1. Airway, Breathing and Cardiology – 8 hours
   2. Medical Emergencies/Pharmacology – 3 hours
   3. Trauma – 5 hours
   4. Obstetrics and Pediatrics – 8 hours

ii. Non-Mandatory Core hours any were via accepted methods- (24 hours non-core)
   1. Airway, Breathing and Cardiology – 8 hours
   2. Medical Emergencies – 5 hours
   3. Trauma – 1 hour
   4. Obstetrics and Pediatrics – 8 hours
   5. Operations – 2 hours

iii. 24 hours of additional continuing education activities Category 2, which can include other mandatory system training and approved CE programs below.

5. Type's of acceptable continuing education

1) Continuing education programs should include many different learning activities. Topics must be directly relevant to EMS and/or pre-hospital care. You must be able to document attendance, participation, content and be eligible to receive VA OEMS CEs.

2) Continuing education credit can only be received for time the candidate actually participates in the activity. As an example if an 8-hour course ends 2 hours early, the participant can only receive credit for 6 hours.
3) A maximum of 10 hours for "core content" or additional CE hours may be credited to self-study activities through documented continuing education via publications, video and/or internet training.
   a. Example of Self Study Activities:
      i. Magazine articles (JEMS, Emergency Medical Services)
      ii. Videos (Pulps/EMU, FETN, etc.)
      iii. Interactive CD
      iv. Web-based course
4) A maximum 12 hours of Category 2 may be credited for teaching EMS courses. The credit will be provided on an hour for hour basis, and based on the subject matter that the instructor is teaching. This can only be used once for each recertification period and must be documented from the lead instructor.
5) National continuing education program like PHTLS, BTLS, PALS, ACLS, AMLS, SCOPE, PEPP, GEMS, etc. may be used towards "core content" areas or for additional CE hours that are not mandatory. A breakdown of each course and how you should record the hours on your recertification form can course and how you should record the hours on your recertification from can be found on the VA OEMS website or see attachment CE break down form.

6. Continuing Education Record Requirements.
   1) CE records will be maintained by the LCFR EMS Training Section in concurrence with VA OEMS database.
7. Falsifying Records
   1) Falsification of records is a serious violation, which could result in disciplinary action imposed upon the instructor and the student receiving the false record.
   2) An ALS provider who knowingly participates in a fraudulent act by a sponsor, e.g. completing CE documents and submitting a course for three (3) hours of CE credit that was only in session for (1) one hour or adding ALS providers names to the official course roster when the ALS Provider never attended the class, etc., could be subject to disciplinary action by the LCEMS OMD.
8. Participating in the CE program.

1) Final Recertification will be in the form of ALS challenge written and skills examinations every three (3) years.
   a. Participants completing an ALS Challenge are not required to take the State written certification examination to be eligible for recertification.

9. Standards and Frequency
   1) NREMT is a two-year certification process. This CE program meets or exceeds the NREMT and VA OEMS standards for recertification. This program will run on a two-year cycle.

10. Continuing education activity participation credit from last recertification
   1) All continuing education activity you have participated in since the last time you certified will be eligible for credit in the CE recert. Program. This is based on an n audit by an ALSC and OMD. You must be able to document your attendance and provide information on the topic, date, time and instructor.

11. VA OEMS CE
   1) When attending classes here at LCFR and other VA OEMS credited courses it is the provider's responsibility that they receive the appropriate credit for the CEs they attended and that they are accurately reflected on their VA OEMS CE report.

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