Housekeeping items

- Please mute your lines
- Please enter your full name and provider number into the poll
- You will only receive credit if we have your complete information
- Type questions into the chat box—we will address them at the end if they are not covered in the presentation
Agenda

- Poll Suggestions
- Advisory Committee
- Terminal Competency
- Course Paperwork
- EMT Psychomotor Exams
- NREMT Advanced Exams
- Comments on New Policies

Poll Suggestions

Richard Rhodes
New Student Recruitment

• Several EMS programs have instituted high school EMR/EMT programs with great success. These have been feeder programs for advanced courses

• Public Relations campaigns - use Social Media!

• Good/outstanding pass rates (students research this!)

• Partnerships

Audience!- How have you been successful with recruitment (type into chat)
Advisory Committees – the What, Why, When, How, and Where?

The Standard

- EMS Initial Education programs shall have an Advisory Committee:
  - Representing the program's communities of interest (individuals, groups of individuals, or institutions impacted by the program)
  - Designated and charged with assisting the program director and Medical Director in formulating appropriate goals and standards, monitoring needs and expectations and ensuring program responsiveness to change.
What is an Advisory Committee?

- Webster’s - “a body of persons delegated to consider, investigate, take action on, or report on some matter”

Why have an Advisory Committee?

- It can have a positive impact on student pass rates, retention/recruitment, and by ensuring that programs are meeting benchmarks and adjusting as needed

- The goal is to have an experienced group that can adopt best practices to ensure the success of all student’s entering a program

- Benefits External validation of program:
  - Recommendations
  - Goals
  - Outcomes
  - Curriculum
What Does The Advisory Committee Do?

• Assist program and sponsor personnel in formulating and periodically revising appropriate goals and learning domains
• Monitors needs and expectations and ensures program responsiveness to change
• Review and endorse the program required minimum numbers of patient contacts

What Does The Advisory Committee Do?

• The advisory committee serves to give the program guidance on best practices to ensure that the program is operating in an efficient and safe manner

  • Example: A program has an attrition rate of 50%, an advisory committee can help determine why this is, as well as design systems that will retain students

  • Example: A program has a first-time pass rate of 68% on the NREMT CBT. The advisory committee can analyze the information and make recommendations to the program to increase the pass rate
When should an Advisory Committee meet?

- Must meet at least annually
- Newer programs may find it helpful to have more frequent Advisory Committee meetings
- Programs seeking designation MUST show evidence of an active Advisory Committee that has provided guidance on the starting of the program
  - Curriculum
  - Goals/Objectives

How Do I Start An Advisory Committee?

- Use the language from CoAEMSP and OEMS as a guideline.
- Reach out to your communities of interest and establish relationships.
- Create a clear, defined purpose and goals
- Programs that are just starting may not have representation from all communities (like current student, graduate)
Who needs to be on an advisory committee?

<table>
<thead>
<tr>
<th>Type of Representation</th>
<th>EMT Courses</th>
<th>AEMT Courses</th>
<th>Paramedic Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Student</td>
<td>Current EMT Student – Optional</td>
<td>Current AEMT Student – Optional</td>
<td>Current Paramedic Student - Mandatory</td>
</tr>
<tr>
<td>Graduate¹</td>
<td>EMT Graduate – Mandatory</td>
<td>AEMT Graduate – Mandatory</td>
<td>Paramedic Graduate – Mandatory</td>
</tr>
<tr>
<td>Program Faculty²</td>
<td>EMT Faculty – Mandatory</td>
<td>AEMT Faculty – Mandatory</td>
<td>Paramedic Faculty – Mandatory</td>
</tr>
<tr>
<td>Program Sponsor – Administration</td>
<td>All Advisory Committees must have at least one representative from the administration for the program’s sponsor.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hospital/Clinical Site</td>
<td>Optional</td>
<td>Optional</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Employers of Graduates</td>
<td>Mandatory</td>
<td>Mandatory</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Police and/or Fire services with a role in EMS</td>
<td>Optional</td>
<td>Optional</td>
<td>Mandatory</td>
</tr>
<tr>
<td>Key Government Officials</td>
<td>Must include at a minimum the GA Office of EMS and Trauma Regional Training Coordinator for the Region and may include other key governmental officials as deemed appropriate by the Program.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physicians</td>
<td>Must include at a minimum the Program Medical Director(s) and should include other physicians as available.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A representative of the public</td>
<td>Mandatory</td>
<td>Mandatory</td>
<td>Mandatory</td>
</tr>
</tbody>
</table>

¹ If a graduate is a graduate of multiple levels of EMS initial education courses at the Program, then that graduate may satisfy the “Graduate” requirements for each level they graduated from.

² If a faculty member teaches in multiple levels of EMS initial education at the Program, then that faculty member may satisfy the “Program Faculty” requirement for each level that they teach.

Where do we meet?

- In-person is best
  - Allows Advisory Committee members to see the space being used by the program
- Virtual works too (should always provide a virtual option)
What data should we share with the Advisory Committee?

• NREMT pass rate data for each year, as well as cumulative data to establish trends

• Summary data from program surveys completed by current and former students as well as industry partners to determine local workforce needs

• Data from File Review forms can identify areas of strengths/weakness

• Data from the Terminal Competency can alert a program to modules/sections within a course that need attention

Ummmm? Surveys?

• Current faculty surveys:
  o Do we have enough resources?

• Current student surveys:
  o Do you have enough resources?

• Graduate surveys:
  o You are in the real world now...how did we do preparing you for it?

• Employer surveys:
  o You hired our graduate...how are they doing?
What should an Advisory Committee meeting look like?

- Agenda Items – Review the following:
  - Program goals
  - Outcomes for the classes in the last year and make recommendations to the program.
  - Minimum competency requirements, including team lead
  - Achievement of goals
  - Analysis of the goals
  - Action plan, and results of action where appropriate
  - Annual report and other objective data that supports program evaluation.
- **NOTE**: Program-specific statements of goals and learning domains provide the basis for program planning, implementation, and evaluation.

Advisory Committee Roster and Minutes

- There must be an Advisory Committee roster indicating the communities of interest that the members represent.
- The Advisory Committee meetings must have Minutes reflecting the attendees, and meaningful discussion and actions during the meeting.
Poll Time!!

PLEASE ANSWER THE POLL

BE AS SPECIFIC AS POSSIBLE!!

Terminal Competency

Richard Rhodes
Terminal Competency

- Designed to give a one-page snapshot of the student's performance in the program
- By comparing student's performance in specific modules, as well as from cohort to cohort you can establish trends
- You can also use the terminal competency when transferring students

Terminal Competency

- Past → you had to upload CPR, ACLS, TIM
- Now → Upload Terminal Competency Form
- Overall, this reduces the amount of paperwork which must be uploaded to allow a student to be cleared to test
What is it used for?

- Establish trends in student performance
- Present to medical director a summary of the student’s didactic, skills, and clinical performance
Course Paperwork

- FERPA Form
  - One form for each student/course
  - Uploaded within 10 days of the course start date to the documents section of the course request
- File Review Form
  - Completed/signed form for each student/course
  - Uploaded within 10 days of the end date of the course
- Terminal Competency
  - Completed/signed form for each student/course
  - Uploaded within 10 days of the end date of the course
  - Paramedic students will have the CoAEMSP Terminal Competency form, not the OEMS/T form

- Psychomotor Exam Report Form
  - EMT students will have a completed/signed Psychomotor Exam Report Form uploaded to the course request
  - There are times when the student will complete the psychomotor exam after the 10-day window has passed and the course has closed. In this case the Program Director will need to have the RTC open the course to upload documents
Poll Time!

What do you want to know about the National Education Standards? Be specific!

We are in the process of creating this course based on your feedback.
EMT Psychomotor Exam

Richard Rhodes

Psychomotor Exam Request (EMT)
Psychomotor Exam Request (EMT)

- Must maintain an attendee roster as with all other course request types
- Must assign attendee status as Pass or Fail
- Must upload each students completed and signed skills sheets and the psychomotor report form
- This must be uploaded as a single document for each individual student, alphabetized by last name
Psychomotor Exam Request (EMT)

• To be clear!!!

• The documents required for the initial education course request are
  o FERPA
  o Terminal Competency
  o File Review
  o Psychomotor Report Form (EMT)

• The documents required for the Psychomotor Exam Request are
  o Completed and signed skills sheets
  o Psychomotor report form

• Must complete staff roster indicating which evaluator performed which skill(s), this must be uploaded to the documents

• All documents must be uploaded to the Psychomotor exam request within 3 calendar days
Psychomotor Exam (Not your student)

- If a provisionally licensed EMT or EMT candidate completes an EMT psychomotor exam at an exam site that is not conducted by their Program Director, the Exam Coordinator will need to send all documentation of the candidates EMT psychomotor exam results to the student’s Program Director.
  - The candidate’s Program Director will then verify completion and update the candidate’s psychomotor status with NREMT.

- The Exam Coordinator will still upload the required documents to the EMT psychomotor exam request in LMS for all candidates at that exam.

EMT Psychomotor Exam

- Mandatory Skill Requirements
  - Patient Assessment-Trauma
  - Patient Assessment-Medical
  - Cardiac Arrest/AED Management
  - BVM of Apneic Patient
  - Oxygen Admin with Non-Rebreather
  - Spinal Immobilization-Supine Patient

- Random Skill Requirements (Choose one of the following)
  - Bleeding Control/Shock Management
  - Long Bone Immobilization
  - Joint Immobilization
  - Spinal Immobilization-Seated Patient
**EMT Psychomotor Exam**

• The Department is revising and editing the 2016 NREMT Exam Coordinator manual to reflect the current practices and guidelines for the EMT psychomotor exam.

• The document will then be sent to EMSEAC for comment

• Once approved the documents will be posted with an effective date
NREMT Skill Sheets and NDA

NREMT Skill Sheets (Advanced Exams)

- The “critical criteria” for many of the skills have been modified. You can expect to see fewer critical criteria than on previous versions of the skill sheets.

- The Static Cardiology station has also been revised:
  - Previously, progression to treatment of an ECG rhythm was dependent upon correct identification of that rhythm.
  - Now, the two tasks have been decoupled so that they are scored as two separate skills.
  - Candidates will be able to progress to treatment whether or not the correct ECG rhythm was identified.
NREMT Skill Sheets (Advanced Exams)

• Anyone testing on or after March 17, 2021 will be evaluated using the new skill sheets with the revisions mentioned above.

• This revision will not overturn the result of any successful or unsuccessful examinations attempts taken prior to March 17, 2021

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Non-Disclosure Agreement (NDA)

Notes on Non-Disclosure Agreements (NDA) and Personal Releases
Requirements:
- All personnel who are exposed to secure examination materials must sign a document attesting that they will not reveal the contents of the examination to anyone and it is stolen in the NDA.
- All personnel who assist with administration of the examination must also sign a release of liability form in the case of damages (injury, etc).
- These are accreditation requirements and are non-negotiable (you don’t sign, you don’t participate).
- If anyone involved in the examination (including candidates) chooses not to sign these documents, they must be asked to leave the site immediately.

Who must sign?
- Exam Coordinator
- IMR Examiner
- Simulated Patients, Professional Paramedic Partners, EMT Assistants
- Runners
- Anyone else who may see the secure examination materials

What about the Medical Director?
- Medical Director should not be onsite.
- Medical Director should not be viewing secure examination material.
- As part of the Quality Assurance Committee, the Medical Director should only have as much information as needed to make an informed clinical decision virtually.

What about candidates?
- NR Representatives do not have to collect these forms from candidates at this time.

Helpful tips:
- Anyone who has taken a National Registry certification examination has previously signed a similar NDA.
- This one says “Participant” instead of “Candidate” and references to fees were removed.
- Anyone that views secure examination material must sign the NDA.
- The 2021 updated versions of both National Registry Representative and the Exam Coordinators manual also have copies of the NDA and Release Forms.
- You may make as many copies of the forms as you needed.
- Work cooperatively with the Exam Coordinator to collect the signed forms.
- They may be shared electronically for signatures prior to the examination.
- The forms are printed in black and white, so ensure that both sides are signed.

Testing Regulations and Non-Disclosure Agreement (NDA)
National Registry examinations are copyrighted protected. You may not copy or record any material from the examinations, in whole or in part, in any form or by any media, for any purpose. Forbidden acts include:
- Disclosing or discussing any information about the exam with anyone, including instructors, peers, or family members.
- Posting or discussing questions about the exam or exam content on any internet websites or social media platforms.
- Reconstructing exam content using your memory or the memory of others.
- Bringing or attempting to bring unauthorized forms or aids to the examination.
- Removing examination content or recorded information from the examination.
- Communicating details of the examination with anyone other than the National Registry Representative.

Any incidents of suspected cheating, violation of National Registry policies, disturbances, harassment, discrimination, or any other examination-related misconduct will be reported to and investigated by the National Registry.

Any candidate engaged in irregular behavior may be subject to actions including, but not limited to:
- Immediate suspension or termination of the examination session.
- Disciplinary action.
- Legal action.
- Prohibition from future examination administrations.

I acknowledge that I have read, understood, and agree to these terms.
Non-Disclosure Agreement (NDA)

Personal Release Agreement
By signing below, you are acknowledging the following:
• You have voluntarily chosen to attend and participate in a National Registry examination.
• You understand that you are not an employee of the National Registry and that you will not receive wages or compensation from the National Registry for participation.
• You release the National Registry of liability for any damages that occur during participation in the examination.

I acknowledge that I have read, understand, and agree to these terms.

Examination Participant’s Name

Examination Participant’s Signature Date

Comment on New Policies

Kelly Joiner
We want your feedback...

- https://dph.georgia.gov/EMS

Sections of the policy document

- Purpose
- Authority
- Definitions
- Scope
- Policy
  - Type of Acceptable Continuing Education
  - Activities Unacceptable as Continuing Education
  - Approval of Continuing Education Courses
  - Data Reporting Requirements for Course Providers of Department Approved EMS Continuing Education
  - Criteria for Acceptable Continuing Education Activity
  - Additional Criteria for Specific Continuing Education Programs
  - Responsibilities of licensed Medics, Instructors and Instructor/Coordinators
  - Audit
Course Approval Timelines

• 5.3.4 All applications for EMS continuing education course approval must be completed through the Departments License Management System and must be submitted a minimum of ten (10) business days prior to the course start date, except for sessions conducted at a conference which must be submitted a minimum of thirty (30) calendar days prior to the conference start date.

We want your feedback...

• https://dph.georgia.gov/EMS
Sections of the policy document

- Purpose
- Authority
- Definitions
- Scope
- Policy
  - EMS Initial Education Approval Criteria
  - Program Characteristics
  - Curriculum
  - Self-Study Requirements
  - Fair Practices
  - Site Visits
  - Data and Substantive Change Reporting Requirements
  - Annual Report
  - Substantive Changes
  - Accredited Program
  - Disciplinary Action
  - Conducting Psychomotor Examinations
  - EMT level psychomotor exams:
  - Advanced level (AEMT, Paramedic) psychomotor exams:

How do I provide feedback?

- www.ems.ga.gov
**Public Comment on DRAFT Continuing Education Policy**

Please provide your comments on the DRAFT Continuing Education Policy available for download at [website or link].

Section 2.0 - Authority is not listed in the questions below, but is reviewed by the DPH Office of General Counsel.

* Required

1. Your Name *
   - Enter your answer

2. Your Email Address *
   - Enter your answer

3. Your EMS Agency/Program Name (enter N/A if not affiliated) *
   - Enter your answer

4. Section 1.0 - Purpose
   Please provide any comments on this section.
   - Enter your answer

5. Section 2.0 - Definitions
   Please provide any comments on this section.
   - Enter your answer

6. Section 5.1 - Types of Acceptable Continuing Education
   Please provide any comments on this section.
   - Enter your answer

7. Section 5.2 - Activities Unacceptable as Continuing Education
   Please provide any comments on this section.
   - Enter your answer

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**Timeline**

**Fri, 3/26/2021 – Fri, 4/30/2021:**
- Public Comment

**4/30/2021 – 5/2021:**
- Review by EMSEAC

**OEMS Reviews**
- comments/suggestions from EMSEAC and publishes final policy
Provisional Licenses Reminder

• Georgia Provisional Licenses expire 12/31/2021 (non-renewable)

• NREMT will no longer issue Provisional certification after 6/30/2021

• NREMT Provisional certification must be fully converted before 12/31/2021

• Notify your Regional Director, Regional Training Coordinator, or State Office of the need to convert to full licensure

Poll Time!

• Please complete the poll

• Be specific!!
Questions

Contact Information:

Georgia Office of EMS and Trauma
770-996-3133
dph-phemsinfo@dph.ga.gov
www.ems.ga.gov

Next OEMS Educational Update

• Friday, June 4th, @ 11am (originally May 28, 2021)