

APPROVAL:

BASE HOSPITAL MEDICAL DIRECTOR

DATE

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RESPONSIBLE ADMINISTRATOR

DATE

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5/6/06

Policy Number: EMS.10

Effective Date: 8/2006

Review Date: 12/2007

Revision Date: 1/2008

See Also Policy Number: _____

SUBJECT: ALS/BLS PROVIDER RECERTIFICATION

POLICY:

All EMS providers based at University Physicians Healthcare Hospital at Kino Campus (UPHK) will adhere to all stated recertification requirements.

PURPOSE:

To provide recertification directives for Advanced Life Support (ALS) and Basic Life Support (BLS) personnel.

APPLICABLE TO:

All levels of EMS providers based at UPHK

IMPLEMENTATION PLAN:

The hospital is committed to the appropriate in-service education of all those affected by a new policy so that implementation will occur in a consistent and informed manner. The administrator (or designee) in charge of the relevant department will be responsible for the in-service education of those employees affected by the policy. There will be an employee sign-in sheet or other similar documentation to establish the employees who have received education on the policy. The appropriate administrator (or designee) will maintain such documentation.

PROCEDURE:

- 1.0 All EMS personnel are responsible for current knowledge of continuing education requirements for recertification.
- 2.0 UPHK based EMS personnel are encouraged to attend the monthly continuing education sessions held by or sponsored by UPHK.
 - 2.1 ALS personnel are required to have twelve Base Hospital continuing education hours for each ALS recertification cycle. Six of these hours are required to be at or sponsored by UPHK.

- 2.2 BLS personnel are required to have six hours of continuing education at or sponsored by UPHK for each BLS recertification cycle.
- 3.0 All UPHK based ALS providers (EMT-P and EMT-I) are required to have the following minimum hours for recertification every two years:
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|-------|---|----------|
| 3.1.1 | ACLS/CPR | 8 HOURS |
| 3.1.2 | PALS/PEPP | 8 HOURS |
| 3.1.3 | BTLS/PHTLS or Trauma CE | 8 HOURS |
| 3.1.4 | Airway Lab/Invasive Skills | 4 HOURS |
| | 3.1.4.1 (One per recert cycle— must be sponsored by UPHK) | |
| 3.1.5 | Hands-on Skills Lab | 4 HOURS |
| | 3.1.5.1 (Code stations, OB, equipment usage, splinting, etc.) | |
| 3.1.6 | Monthly Continuing Education | 12 HOURS |
| | 3.1.6.1 (Six hours must be at/or sponsored by UPHK) | |
| 3.1.7 | Other Continuing Education | 16 HOURS |
- 4.0 All UPHK based BLS providers (EMT-B) are required to have the following minimum hours for recertification every two years:
- 4.1 Current CPR certification
- 4.2 EMT-B refresher course- 24-hour course minimum or EMT-B refresher challenge examination
- 4.3 Six hours of monthly continuing education (must be at/or sponsored by UPHK)
- 5.0 All EMS personnel are to maintain an ongoing file of all continuing education hours obtained. Documentation of continuing education will be the responsibility of the EMS personnel.
- 6.0 Forty-five to sixty days prior to the recertification date, each provider will make an appointment with the Prehospital Coordinator to review all continuing education and to identify additional needs.
- 7.0 Prior to the recertification date, each EMS provider must submit all continuing education records to the Prehospital Coordinator for final review.
- 8.0 The Prehospital Coordinator shall verify that the educational requirements have been met and the Base Hospital Medical Director shall affirm that field activity levels have been satisfactory. Once all requirements have been met, the Prehospital Coordinator and the Base Hospital Medical Director will sign a verification form.
- 9.0 It is required that prior to the recertification date, each ALS EMS provider must submit the following documents to the Prehospital Coordinator:
- 9.1 Copy of Department of Health Services and/or National Registry application for recertification.
- 9.2 Current Advanced Cardiac Life Support (ACLS) certification card
- 9.3 Current Pediatric Advanced Life Support (PALS) or Pediatric Education for Prehospital Providers (PEPP) certification card

- 9.4 Current Basic Life Saving (BLS) certification card
- 9.5 Verification of continuing education form signed by:
 - 9.5.1 Base Hospital Medical Director
 - 9.5.2 Prehospital Coordinator
 - 9.5.3 Applicant
- 10.0 The Pre-hospital Coordinator will keep on file a copy of the signed verification form. The EMS provider and/or the Provider Agency must keep continuing education forms.
- 11.0 EMS providers will be responsible for submitting required documents to the Department of Health Services prior to their recertification date.
- 12.0 All continuing education hours must be accumulated within the certification cycle noted on the State or National issued card.
- 13.0 If an EMS provider does not fulfill all this criterion, the Base Hospital has the discretion to decide to continue medical control for the provider. This will vary depending on the EMS personnel and the individual circumstance. At no time will UPHK jeopardize the integrity of the DHS rules and regulations.
- 14.0 The Base Hospital Medical Director verifies skills via process improvement, airway/skills lab completion and feedback from the Pre-hospital Coordinator and Emergency Department staff. The Base Hospital Medical Director reserves the right to request any pre-hospital provider to comply with a corrective action plan. (i.e. clinical time in the Emergency Department and/or retest with the Department of Health Services) if concerns exist regarding the provider's skills.