

DEPARTMENT OF FIRE AND RESCUE SERVICES



GENERAL ORDER



720.01

Originating From	Issue Date	Revision Date	Attachments
Training	8/31/1984	01/01/1996	N/A

SUBJECT: EMS Certification and Re-Certification

APPLICABILITY: All Personnel

POLICY:

The DFRS Bureau of Services and Training shall provide standard procedures and requirements for initial certifications and for subsequent re-certifications of DFRS Emergency Medical Service Providers.

1 DEFINITIONS:

- 1.1 ALS: Advanced Life Support
- 1.2 BLS: Basic Life Support
- 1.3 CRT: Cardiac Rescue Technician
- 1.4 EMT-A: Emergency Medical Technician-Ambulance
- 1.5 EMT-P: Emergency Medical Technician-Paramedic
- 1.6 MFRI: Maryland Fire & Rescue Institute
- 1.7 MIEMSS: Maryland Institute of Emergency Medical Services Systems

2 EMT-A INITIAL CERTIFICATION

- 2.1 The applicant must meet the requirements set by MIEMSS.
 - 2.1.1 The applicant must be 16 years of age by the date of class start.
 - 2.1.2 Refer to MIEMSS EMT-A testing and certifications policy.
- 2.2 The Volunteer Chief or Battalion Chief shall authorize the applicant on the Training Course Request Card. Authorization shall imply the approval to bill the associated sponsoring agency for all normal costs for the student.
- 2.3 Applicants with no prior affiliation with the DFRS must attend a Local Options Program prior to enrollment in EMT -A Course.
- 2.4 The applicant shall attend and successfully complete a MFRI/MIEMSS approved EMT-A course.
 - 2.4.1 The applicant shall successfully pass the written and practical examination given by MIEMSS.

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2.5 The applicant shall participate in the Preceptor Program.

2.6 EMT-A Reciprocity

2.6.1 Applicants must meet the current requirements set by MIEMSS for Maryland certified EMT-A.

2.6.2 Training acquired outside the DFRS will be reviewed on a case by case basis for credit.

2.6.3 Applicants with no prior DFRS affiliation must attend and successfully complete the BLS reciprocity program outlined below and shall enroll in the next available DFRS Local Options Program.

2.6.3.1 BLS reciprocity:

2.6.3.2 Job Reality & CISM

2.6.3.3 Communicable Diseases

2.6.3.4 Mechanical CPR Device

2.6.3.5 IV Maintenance

2.6.3.6 S.O.A.P. Notes, and HCDFRS Reports

2.6.3.7 It is the intent of the DFRS to credit individuals when acquired training meets the objectives of a specific program. Applicants must provide written documentation of acquired training.

3 EMT-A Recertification - EMT-A Recertification will be offered or accepted in the following formats:

3.1 Option A

3.1.1 30 hours of formal, in class, skills oriented training sponsored by the DFRS Training Division.

3.1.2 Completion of seven "take home" Workbooks. Workbooks must be completed prior to Session 8. These Workbooks cover the following materials.

3.1.2.1 Patient Assessment

3.1.2.2 Shock / Bleeding & Bandaging & Fractures

3.1.2.3 CPR

3.1.2.4 Pediatrics / OB-GYN and Misc. Information

3.1.2.5 Airway Management

3.1.2.6 Medical Emergencies

3.1.2.7 Mass Casualty/Triage

3.1.3 Successful completion of the following written examinations

3.1.3.1 CPR Written Exam (minimum score 84% - AHA Standard)

3.1.3.2 EMT-A Written Exam (minimum score 75%)

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- 3.1.3.3 Successful completion of a DFRS EMT-A Practical Examination.
- 3.2 Option B - EMT-A Recertification outside of Howard County shall comply with the following guidelines:
 - 3.2.1 Successfully complete the Written and Practical testing process provided by the DFRS Training Division to be authorized to function as a Primary EMT-A in Howard County. This testing must be done in concert with an existing DFRS EMT-A Recertification Program and must be scheduled in advance through the Training Division. The monitoring of this shall be the responsibility of the Volunteer Fire Chief or the Battalion Chief.
 - 3.2.2 Obtain/recertify on the following areas:
 - 3.2.2.1 Thumper/Mechanical CPR device
 - 3.2.2.2 I.V. Maintenance
 - 3.2.2.3 S.O.A.P. Notes and DFRS Reports
 - 3.2.2.4 Optional topics required for DFRS personnel
- 4 CRT INITIAL CERTIFICATION
 - 4.1 The applicant shall meet all criteria as specified in the current Maryland CRT Program Standards issued by MIEMSS.
 - 4.1.1 Must be 18 years of age by the date of class start.
 - 4.1.2 Must have held certification at the EMT-A level for at least one year or have had at least 150 emergency responses at the EMT-A level prior to application for certification as a CRT.
 - 4.1.3 Must be affiliated with a MIEMSS approved ALS unit for at least 60 days prior to application for CRT certification.
 - 4.2 The Volunteer Chief or Battalion Chief shall authorize the applicant on the Training Course Request Card. Authorization shall imply the approval to bill the associated sponsoring agency for all normal costs fro the student.
 - 4.3 The applicant must successfully complete a screening examination as defined by the Training and Operations Divisions.
 - 4.4 The applicant must attend and successfully complete the didactic and clinical portions of the CRT training program set by MIEMSS.
 - 4.5 The applicant must successfully pass the written examination approved by the Maryland Board of Physician Quality Assurance. (BPQA)

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- 4.6 The applicant shall participate in the Preceptor Program.
- 4.7 The applicant must have approval from the EMS Operations Division to function as a primary ALS provider.
- 4.8 CRT Reciprocity
 - 4.8.1 The applicant must meet the criteria established by MIEMSS for certification as a Maryland CRT.
 - 4.8.2 The Volunteer Chief or Battalion Chief must verify active membership with a Howard County ALS unit.
 - 4.8.3 The applicant must successfully complete an ALS Evaluation established by the DFRS consisting an ALS Written Exam and ALS Practical Evaluation.
 - 4.8.4 Applicants with no prior HCDFRS affiliation must attend and successfully complete the appropriate sections of the BLS reciprocity program (section 1.5.3.1) and attend the next available DFRS Local Options Program.
 - 4.8.4.1 It is the intent of the DFRS to credit individuals when acquired training meets the objectives of a specific program. Applicants must provide written documentation of acquired training.
 - 4.8.5 The applicant shall ride a minimum of 10 ALS responses as primary ALS care provider under the supervision of an approved DFRS CRT preceptor prior to gaining full ALS status.
 - 4.8.6 The applicant must have approval from the EMS Operations Division to function as a primary ALS provider.

5 EMT-P INITIAL CERTIFICATION

- 5.1 The applicant shall meet all criteria established by the National Registry for EMT-Paramedics.
- 5.2 The applicant shall successfully complete the didactic and clinical portions of the curriculum.
- 5.3 The applicant shall successfully complete the National Registry Examination for EMT-P. (BPQA Standard)
- 5.4 The applicant must possess a valid Maryland EMT-P certification.
 - 5.4.1 The applicant shall successfully complete endotracheal intubation training and proficiency to Maryland standards.
 - 5.4.2 The applicant shall successfully complete a Maryland State Protocol Review and successfully complete the Maryland State Protocol Examination.

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- 5.5 The applicant shall successfully complete the Howard County ALS Evaluation Process and Local Options program for EMT-P.
- 5.6 The applicant must have approval from the EMS Operations Division to function as a primary ALS provider.
- 5.7 The applicant shall participate in the Preceptor Program.
- 5.8 EMT-P Reciprocity
 - 5.8.1 Must meet all criteria outlined in sections 5.1 through 5.6.
 - 5.8.2 The Volunteer Chief or Battalion Chief must verify active membership with a Howard County ALS unit.
 - 5.8.3 The applicant must successfully complete an ALS Evaluation established by the DFRS consisting an ALS Written Exam and ALS Practical Evaluation.
 - 5.8.4 Applicants with no prior HCDFRS affiliation must attend and successfully complete the appropriate sections of the BLS reciprocity program (section 1.5.3.1) and attend the next available DFRS Local Options Program.
 - 5.8.4.1 It is the intent of the DFRS to credit individuals when acquired training meets the objectives of a specific program. Applicants must provide written documentation of acquired training.
 - 5.8.5 The applicant shall ride a minimum of 10 ALS responses as primary ALS care provider under the supervision of an approved DFRS CRT preceptor prior to gaining full ALS status.

6 ALS RECERTIFICATION

- 6.1 The DFRS will accept ALS Continuing Education Unit (CEU) credits for programs/courses offered outside the Training Division ALS Continuing Education Program provided the following criteria are met:
 - 6.1.1 Specific portions of the HCDFRS Training Division ALS Continuing Education Program shall be mandatory for **ALL** ALS providers wishing to function in Howard County. The mandatory portions will be defined by the DFRS and will include, but not be limited to, written and practical skills evaluations.
 - 6.1.2 All ALS programs/classes must be accredited by MIEMSS for ALS credit, if CEU credit is desired.
 - 6.1.3 It is the responsibility of the individual ALS provider to assure that he/she obtains the necessary CEU hours for recertification at the ALS level.
 - 6.1.4 "Out of county" ALS training registrations and scheduling will be handled

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locally.

- 6.2 To receive credit for in-County programs/courses, personnel must submit a properly completed Scantron Card to the Training Division.
- 6.3 It is the responsibility of the individual ALS provider to handle discrepancies in CEU hours with MIEMSS, if necessary, regarding Aout of County@ CEU credits.
- 6.4 MIEMSS Requirements for CRT Recertification
 - 6.4.1 During each biennial period the CRT must obtain the following continuing education credits.
 - 6.4.1.1 **Local Options - 8 CEU hours** (Meets local option requirements)
 - 6.4.1.2 **Category 1A - 16 CEU hours** (ALS-DOT Modules 1-6 & 15 materials)
 - 6.4.1.3 **Category 1B - 16 CEU hours** (ALS-DOT Modules 7-14 materials)
 - 6.4.2 MIEMSS designates the CEU hours for each program/course.
- 6.5 National Registry Requirements for EMT-P Recertification
 - 6.5.1 During each biennial period the EMT-P must obtain CEU credits as noted below:
 - 6.5.1.1 **Section IA - 48 Hour Paramedic Refresher Course** adhering to the specified hours of the National Standard EMT-P curriculum Divisions.
 - 6.5.1.2 **Section IB - Current CPR Certification**
 - 6.5.1.3 **Section IC - Current ACLS Certification**
 - 6.5.1.4 **Section II - Continuing Education** additional 24 hours
 - 6.5.1.5 **Section III - Verification of Skills Maintenance**

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6.5.2 The EMT-P shall submit the EMT-P Recertification Application to MIEMSS.

Approved:

A handwritten signature in cursive script that reads "Joseph A. Herr".

Joseph A. Herr
Fire Chief