

OFFICE OF EMERGENCY MEDICAL SERVICES



Administrative Requirements Manual

Effective: April 1, 2010

Authorization: AR

Page: 1 of 4

A/R Title: MINIMUM SKILL REQUIREMENTS FOR EMT-PARAMEDIC TRAINING

Supersedes: 8/04, 1/97

PURPOSE

To define the minimum clinical and field internship skill performance requirements for EMT-Paramedic students trained at OEMS-Accredited EMT-Paramedic training programs and for EMT-Paramedics trained, but not certified or licensed, in other states seeking certification as a Paramedic in Massachusetts.

ELIGIBILITY TO PARTICIPATE IN CLINICAL AND FIELD INTERNSHIPS

Only **EMT-Paramedic students participating in a training program at an OEMS accredited training institution** may participate in clinical and/or field internships. The EMT-Paramedic student must meet the following prerequisites: 1) maintain current Massachusetts or out-of-state, EMT-Basic or EMT-Intermediate certification/license or National Registry EMT-Basic or EMT-Intermediate credentials; 2) maintain current AHA/ARC/NSC Cardiopulmonary Resuscitation credentials (health care provider level); 3) maintain current AHA Advanced Cardiac Life Support credentials; 4) successfully complete training prerequisites; and, 5) receive authorization from the Clinical and/or Field Coordinator to initiate the internship.

Training prerequisites for **clinical internship** include successful completion of didactic training, lab training, and all written and practical examinations for skill(s) to be performed. The training program must have a valid affiliation agreement with the clinical site(s) and ensure the training program, clinical site(s) and students are covered by malpractice insurance.

Training prerequisites for **field internship** include successful completion of didactic training, lab training, all written and practical examinations, and clinical internship. The training program must have a valid affiliation agreement with the field internship site(s) and ensure that the training program, field site(s) and students are covered by malpractice insurance.

EMT-Paramedic candidates trained out of state, who are not certified or licensed as a Paramedic, and who wish to take the Paramedic certification examination in Massachusetts based on out-of-state training, are subject to these minimum skill requirements. Such candidates must also provide documentation of successful completion of equivalent training, clinical internship, and field internship.

PERFORMANCE STANDARDS

EMT-Paramedic students must perform the clinical and field skills listed below on live human patients, unless otherwise noted. All skills documented must be performed successfully. Each Massachusetts-trained EMT-Paramedic student must successfully complete clinical and field skills in the presence of a qualified preceptor. During the field internship, EMT-Paramedic students must be precepted by a certified/licensed EMT-Paramedic with greater than two years of experience. The EMT-Paramedic preceptor must be certified/licensed as a Paramedic in the state where the field internship is performed. The preceptor must observe, evaluate, and document each skill.

During the field internship the student must always serve as a third rider. The student is never part of the assigned two-person EMT crew. Only one Paramedic student is allowed on the ALS ambulance at a time.

DOCUMENTATION:

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Students must maintain records that document the skills performed and the time spent in the clinical and field internship. The appropriate clinical/field preceptors must verify and sign these records.

Clinical Skill Log:

Clinical skill logs document the performance of individual skills. Original skill logs must be maintained by the training program and are subject to audit by OEMS. The skill log must include the following information:

- Description of successfully performed skills (i.e., IV NS 18 ga. angio., Left forearm).
- Date the skill was successfully completed. There must be a corresponding date listed on the time log.
- Preceptor's signature and credential (RN, MD).

Field Internship Patient Contact Report:

During the field internship students must complete a patient contact report for each patient they assess and treat. The report must include the student's name, the date, a description of the patient, the mechanism of injury/chief complaint, all assessment findings, treatment plan, all skills performed by the student and a preceptor evaluation, signature and Massachusetts EMT number. The patient contact report and preceptor evaluation are developed by the accredited training institution. The Training Institution may also use any format of trip record as their patient contact report.

Time Log:

The time log must document the total number of hours spent in clinical and field internship. Original time logs must be maintained by the training program and are subject to audit by OEMS. Time logs must include the following information:

- Name of the clinical department and hospital or the name of the ambulance service for each rotation.
- Date of the rotation.
- Start and completion times of the clinical or field internship rotation.
- Preceptor's signature and credential (RN, MD, EMT-P), and comments. Preceptor's Massachusetts EMT-Paramedic certification number is required on field internship documentation.

MINIMUM SKILL REQUIREMENTS FOR THE CLINICAL PRACTICUM:

| <u>Clinical Skills</u> | <u>OEMS Requirement</u> |
|--|-------------------------|
| Patient Assessment - Adult (17 y.o. or greater) | 10 |
| Patient Assessment - Pediatric (16 y.o. or less) | 3 |
| Psychiatric Interview | 3 |
| Obstetrical Delivery | 3 |
| Endotracheal Intubation (human) | 10 |
| Cardiac EKG Recognition/Interpretation | 10 |
| Electrical Therapy (skill combinations)* | 10 |
| IV Cannulation | 20 |
| IV Bolus Medication Administration | 5 |
| IV Infusion Medication Administration | 5 |

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Miscellaneous Medication Administration**

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A program clinical coordinator and/or Medical Director must verify a student's competency in the use of the skills listed below in a clinical or lab setting. Competency includes the understanding of indications and contraindications competency in performing the skills. A written and signed statement must be included with the student's clinical course completion documentation.

LMA/Combitube/EGTA

Intraosseous Infusion

Needle Chest Decompression

Needle Cricothyroidotomy

NG/OG

- * **Electrical Therapy:** This skill category requires successful performance of a minimum of ten (10) electrical skills consisting of any combination of the following skills: Defibrillation, Synchronized Cardioversion or Transcutaneous Cardiac Pacing (TCP).

NOTE: During clinical rotation, each student should perform electrical therapy skills on human patients whenever possible. However, due to limited opportunity for these skills, they may be performed on manikins in a skill lab. Whether in a clinical or lab setting, each skill must be observed and documented by an authorized preceptor.

- ** **Miscellaneous Medication Administration:** This skill category requires successful performance of five (5) medication administration skills utilizing any of the following methods of administration: endotracheal tube, inhalation, injection-intramuscular (IM) or subcutaneous (SC), nebulized, oral (including sublingual tablets/spray), rectal or transderm/topical.

MINIMUM REQUIREMENTS FOR THE FIELD INTERNSHIP:

EMT-Paramedic students must complete a field internship consisting of a minimum of eighty (80) hours, must have a minimum of 30 ALS patient contacts, and must be documented as the team leader for a minimum of 10 of those patient contacts.

Completion of these minimum requirements does not constitute successful completion of the field internship. The accredited training institution is responsible for reviewing all field internship documentation including patient contact reports and preceptor evaluations to determine if the student has met the Accredited Institutions requirements for successful completion of the field internship component of the program. The accredited training institution may require that the student do additional field internship hours and/or additional ALS patient contacts in order to successfully complete the field internship.

The patient contacts are documented on the field internship contact report, which is developed by the accredited training institution. The accredited training Institution may also use any format of trip record as their patient contact report.

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During the field internship, a student must perform a patient assessment for each patient contact. Other skills to be performed are IV therapy, Endotracheal Intubation/LMA/Combitube, Electrical Skill Therapy, Cardiac EKG Recognition/Interpretation, IV Bolus Medication Administration, IV Infusion Medication Administration, and Miscellaneous Medication Administration.

Some students may not have the opportunity to perform each type of skill, even though they successfully complete their field internship. When this happens, it is expected to be an exception and not a common occurrence. The accredited training institution must ensure that all students are exposed to a diverse patient population and that students have opportunities to perform as many of the EMT-Paramedic skills as possible. For an accredited training institution, seeking renewal of accreditation, it must be demonstrated that adequate field internship resources exist.

If a student does not perform a category of skill in the field (i.e. no ET performed), that student must be re-evaluated in that skill by the accredited training institution's medical director after the field internship is completed. The accredited training institution may develop its own skill sheet to use in the evaluation of the students, or the evaluation may be documented on the appropriate skill testing form from the Advanced EMT practical examination. This form must be kept on file and is subject to audit by OEMS.