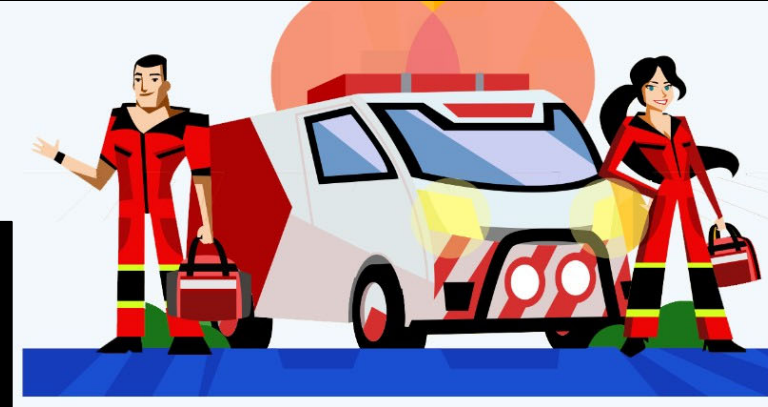


EMS Leadership Conference

Saturday, February 9, 2019 | 7:30 am – 4:30 pm



SO, THEY'VE PUT YOU IN CHARGE OF TRAINING...NOW WHAT?





ROBIN WILLIAMS

<https://www.youtube.com/watch?v=w8fu-hq3S7A>

HOW DID WE GET HERE?

- Hand selected?
- Did you open your mouth too much?
- Do you genuinely want to make a difference?
- What makes you any better than the next person?



You need to ask
yourself...are you willing to
make the changes?

TYPICALLY...WHY DO WE NEED TO TRAIN?

Because Errors Happen:

- Skills-based failure
- Rules-based failure
- Knowledge-based failure



WHAT ARE YOUR RESPONSIBILITIES?

- http://www.health.ny.gov/professionals/ems/policies_laws_regs.htm

The screenshot shows a web browser window displaying the New York State Department of Health website. The address bar shows the URL: http://www.health.ny.gov/professionals/ems/policies_laws_regs.htm. The page title is "Policies, Laws and Regulations". The header includes the New York State Department of Health logo and navigation links. The main content area is titled "Policies, Laws and Regulations" and lists several bullet points: BEMS Policy Statements, Public Health Law Article 30, Rules and Regulations, and Childrens Camps and the Epinephrine Auto-Injector Device Law. The left sidebar contains a "Bureau of EMS" section with links to various services and a "National Standards" section with a link to "Transitioning to the National Educational Standards" and a Star of Life logo. The right sidebar features a "Search" box and a "Site Contents" list with links to various health-related topics.

New York State
Department of Health
Information for a Healthy New York


You are Here: [Home Page](#) > [Bureau of EMS](#) > Policies, Laws and Regulations

Policies, Laws and Regulations

- BEMS Policy Statements
- Public Health Law Article 30
- Rules and Regulations
- Childrens Camps and the Epinephrine Auto-Injector Device Law

Bureau of EMS
Bureau of EMS Forms
Certification
Education
Emergency Medical Services for Children (EMSC)
Meetings & Events
Operations/Ambulance Services
Policies, Laws and Regulations
Protocols and Advisories
Supported Programs and Agencies
Trauma Program
Home

National Standards
Transitioning to the National Educational Standards



Search
Search this site:

Site Contents
[Birth, Death, Marriage & Divorce Records](#)
[Health Insurance Programs](#)[Employment Opportunities](#)
[Forms](#)
[Community, Family & Minority Health](#)
[Health Care Professionals & Patient Safety](#)
[Hospitals, Nursing Homes & Other Health Care Facilities](#)
[Diseases & Conditions](#)
[Health & Safety in the Home, Workplace & Outdoors](#)
[Healthy Lifestyles & Prevention](#)
[Laws & Regulations](#)
[Data & Reports](#)
[Meetings & Training](#)
[Grants/Funding Opportunities](#)
[Permits, Licenses & Certification](#)



WHAT ARE YOUR RESPONSIBILITIES?

- Article 30
 - **Section 3003-A. Ems Program Agencies.** “Education Programs” – REMACs can work with agencies to identify training needs (i.e. courses).
 - **Section 3006. Quality Improvement Program.** “A quality improvement program shall also include participation in the department's prehospital care reporting system and the provision of **continuing education programs** to address areas in which compliance with procedures and protocols is most deficient and to inform personnel of changes in procedures and protocols. **Continuing education programs** may be provided by the service itself or by other organizations”
 - **Section 3052. Establishment of a Training Program for Emergency Medical Services Personnel.** “The commissioner shall provide state aid “

WHAT ARE YOUR RESPONSIBILITIES?

- Part 800
 - **800.9 Continuing Education** “Candidates for recertification may complete a New York State approved original or refresher course at the appropriate level or engage in **continuing education** activities in order to maintain their knowledge and skills prior to admission to the practical and written certification examinations.”
 - **Certified Ambulance Services - 800.21 General Requirements** “(k) maintain current and accurate personnel files for all drivers, certified first responders, emergency medical technicians, and advanced emergency medical technicians, **showing qualifications, training and certifications**, and health records, including immunization status. Employee health records shall be maintained separately and in compliance with all applicable requirements. Information contained in such personnel files shall be reviewed annually, and may be disclosed only to authorized individuals. **Training records must include at a minimum:**
 - (1) copies of state issued certifications;
 - (2) all records of additional or specialized training; and
 - (3) all records or any in-service and continuing education programs.

HOW SHOULD WE TRAIN...RECERT?

- Base it on time?
- Base it on \$\$\$\$?
- Base it on our ability or desire to move up?



RAPID RECERT – 3 DAYS

- Administrative Day
- Practical Skills Exam (PSE) Day
- State Written Exam Day



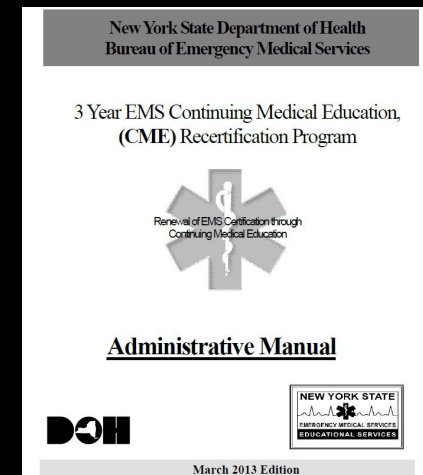


EMT RECERTIFICATION COURSE

- Enroll in a basic course which typically includes a recert portion.
- Challenge Practical Skills Exam (PSE) .
- Challenge REMACs Written Exam.
- Show up to classes required.
- Test out again at end, then take the State written exam..

3 YEAR CME PROGRAM

- NYS EMS Administrative Manual
 - Effective March 2013
- Disclaimer
 - Overview Only
 - Cited Material from Manual
 - ALWAYS Reference Administrative Manual for Definitive Answers or contact NYS EMS Representative.





STEP ONE:

- File DOH 4227
- THE PLAN MUST BE PROVIDED
 - CME Coordinator
 - Medical Director



ELEMENTS

- How AGENCY will assist members
- Training Opportunities (Annual Plan)
- Provision CORE CONTENT
- TRACKING CME Activity
- Storage of Archived Records
- APPROVAL by MD, CME and CEO

RECORDKEEPING

- 30 Day rule of Files
- Chronological Order
- NYS EMS Audit – 24 hours notice
- Archived X 7 years!



STEP TWO

- Participants Files





PARTICIPANTS FILE

- COPY of EMT card
- Copy of DOH 4226 – Participant
- Evidence of Periodic Needs Assessment
- CME Documents – in Chronological order
- PROOF of Skills – PSE or PCR



CERTIFICATES OF ATTENDANCE

- Title of Presentation
- Hours of Attendance
- Completion Date
- CORE must be indicated
- Attendance sheet??? (if NOT from Agency)



DETAILS, DETAILS, DETAILS...

- Last 4 of Social Security
- Original SIGNED Affidavit
 - See 10 NYCRR Part 800.8
 - 60 days from submission!
- Submission NO LATER than 45 days
 - Less than 9 months to expiration
 - NO loss of time



DETAILS, DETAILS, DETAILS...

- Agency Criteria – “Active”
- Continuous Practice – active provision of care
- Proof of Service – Run Reports within last 3 years
- ***This may mean that the ALS providers must be credentialed and online in the region in which they provide EMS care...i.e. in GOOD STANDING.***

CME COORDINATOR

- Maintain ALL Records
- Ensures Compliance with NYS EMS
- Track Providers – regularly (3 months)
- Ensure ALS Providers are on line
- Ensure timely voucher submission



MEDICAL DIRECTOR



- Interactive Participant
- Review all training INCLUDING
 - Skills Maintenance
 - Direct Observation
 - Direct Knowledge via QA
- Submit DOH 4227 – 20 days

CERTIFIED INSTRUCTORS

- Take Instructor TEST!
- Obtain 85% passing grade or better
- At level to teach – ALS/EMT
- Part of INSTRUCTOR Recertification
 - NOT part of provider recertification



REQUIRED CME

- Core Content –
 - AKA Competency Assurance
 - Overseen by NYS CIC
- Healthcare CPR
 - ACLS for Paramedics
- Skills Competency
- NIMS 100 – 700 and HazMat 5a



ONLINE CPR/ACLS COURSES

- Internet courses for learning CPR and ACLS **are not acceptable courses unless** the course includes a classroom component to prove skill competency.



I affirm that in accordance with the requirements of 10NYCRR Part 800.8(e), I have not been convicted of or am not currently charged with any misdemeanors or felonies. I understand that if I have a conviction it will be individually reviewed and that any such conviction may not be an automatic bar to certification. The Department of Health will determine if the conviction is applicable under the provisions of 10NYCRR Part 800.

Applicant's Signature _____

Date _____

EMT Refresher Training - 26 Hours

DIVISION	Required Hours	Hours Earned	CIC Signature	CIC Number
Preparatory	1			
Airway	2			
Patient Assessment	3			
Pharmacology/Med Admin/Emergency Meds	1			
Immunology/Toxicology	1			
Endocrine/Neurology	1			
Abdominal/Geni-Renal/GI/Hematology	3			
Respiratory	1			
Psychiatric	1			
Cardiology	1			
Shock and Resuscitation	1			
Trauma	4			
Geriatrics	2			
OB/Neonate/Pediatrics	2			
Special Needs Patients	1			
EMS Operations	1			
TOTALS	26			



SOURCES OF CORE EDUCATION

- Formal Core Refresher Training
- Regional Training Programs
- Alphabet Courses (Reviewed by CIC)
- Self Study – aka Internet Courses
 - 50% rule

A C L S	A M L S	P A L S	P E P P	E P C	P H T L	T L S	G E M S
------------------	------------------	------------------	------------------	-------------	------------------	-------------	------------------

1	Preparatory
2	Airway
3	Patient Assessment
4	Gen. Pharm/Resp./Cardiac
2	Diabetes/Alt. Mental/Allergies
2	Poisoning/Envir/Behavioral
4	Trauma
2	OB/GYN
2	Infants/Children
2	Elective
42	Non-Core- Elective
3	Geriatrics- Mandatory
3	WMD- Mandatory

- 2 Preparatory
- 3 Advanced Airway/Ventilation
- 2 Patient Assessment
- 3 Advanced Trauma
- 0 Non-Core Elective

5	Preparatory
5	Airway/Ventilation
8	Trauma
5	Resp. Cardiac Emergencies
2	Allergic Reactions/Poisoning
2	Neuro& Abd. Emergencies
3	Envir./Behavioral/GYN
2	Obstetric Emergencies
1	Neonatology
2	Pediatrics
1	Operations (Elective)
30	Non-Core
3	Geriatrics-Mandatory
3	WMD- Mandatory

6	Preparatory
6	Airway/ Ventilation
10	Trauma

13	16	14	15	S	10	12				
15										
1			1	1	1					
2				0.5	0.5					
2	1			1	1					
4						2				
1						1				
						1				
				4	4	2				
	2	2								
	2	2		0.5						
1		1	1	1	1	2				
12	6	8	9	8.5	7.5	1				
					0.5	3				

1	1				1	1				
1	4				0.5	0.5				
1	2				1	1				
					12.5	12.5				
10	8				1	1				

1	2	1	1	2	2	1				
3				3	0.5					
				10	12.5	2				
9	6					1				
1	1									
	3					1				
	2	3				2				
			3							
	5	4		0.5						
	5	4		0.5						
1			1	1						
			2			2				
						3				

1	2	1	1	2	2	1				
3				3	0.5					
				10	12.5	2				

A Copy of Current Card (front and back) MUST Accompany This Application

[illegible]

SKILL	QA/QI	Direct Observation
Patient Assessment (Medical and Trauma)		
Airway / Ventilation (Simple Adjuncts, Supplemental Oxygen Delivery, Bag Valve-Mask one and two rescuer)		
Hemorrhage Control and Splinting (long bone injury, joint injury, and traction splinting)		
Spinal Immobilization (Seated and Supine)		
Cardiac Arrest / Automatic External Defibrillator (AED)		

 Printed name of Medical Director / Training Officer Signature of Medical Director / Training Officer Date

Signature of Participant _____

Date _____

Signature of Sponsoring Agency Contact / Coordinator

Date



“ADDITIONAL TRAINING”

- Intention: Performance Improvement
- EMS Related!
- Can EXPAND on Core



EXAMPLES

- Agency Drills
 - QI Reviews
 - OSHA Training
 - ICS Training
 - WMD Training
- Conferences
 - Special CME
 - Internet
 - 50% rule
 - Without Approval of NYS BEMS

NOT INCLUDED



- Tactical Training
 - Exception TCCC
- Firematics
 - Exception Hazmat
- College Courses
 - Exception Anatomy/
Some Nursing
programs (requires
detailed analysis by
a CIC)

SHOW ME THE MONEY!

- Vouchering
- Paid to agency or course sponsor
- Separate Funds
- Agency Voucher
- AC 3253s within 45 days
- Attach NEW card





STATE FUNDS

- Training ONLY
- Expenses
 - Conferences
 - Travel Expenses
- Speaker Honorium
- Training Equipment
 - Marked
 - NOT In-service

TAKE HOME MESSAGE

- Be responsible and prepare yourself!
- Provider can NOT expire -
 - Required to take traditional refresher.
- Post marked 45 days prior to expiration.



AGENCY TRAINING

- Effective training can happen regardless of the “what is in it for me” syndrome!
- It all starts with identifying the need...
- Then implementing the PLAN!



LESSON PLANNING





OBJECTIVES

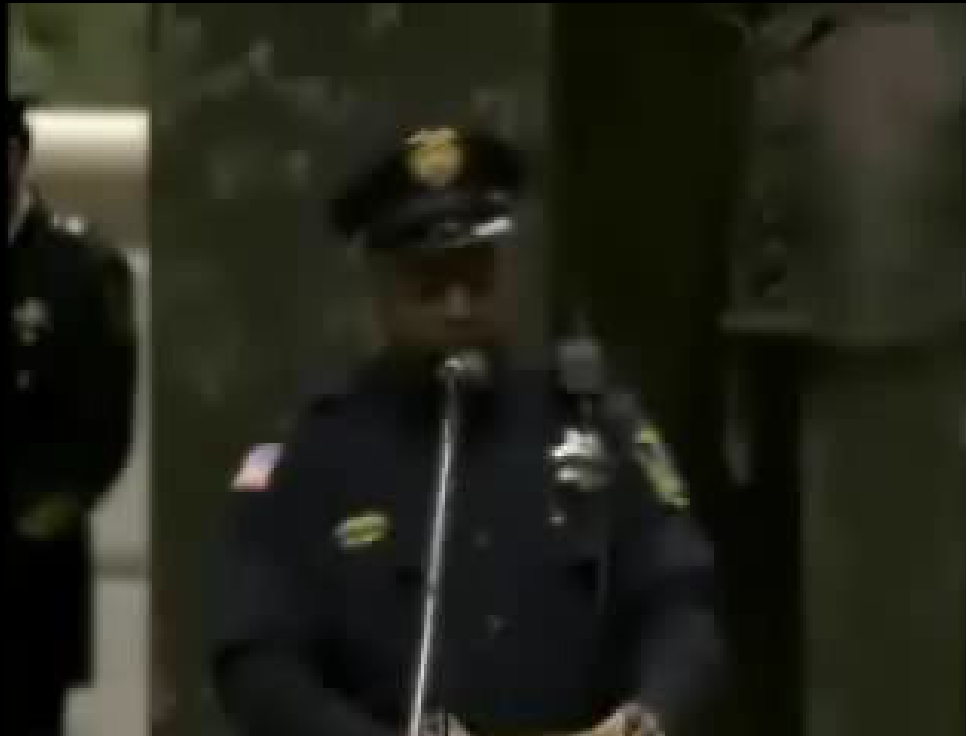
- List five purposes of a lesson plan.
- List six steps of lesson planning.
- List the three types of lesson plans.
- List and describe the six major components of a lesson plan



LESSON PLAN

- An organized plan from which a lesson plan will be presented.
- Two key words...
 - Organized...are we?
 - Planning ahead...do we have the time?

BAD LESSON PLANNING



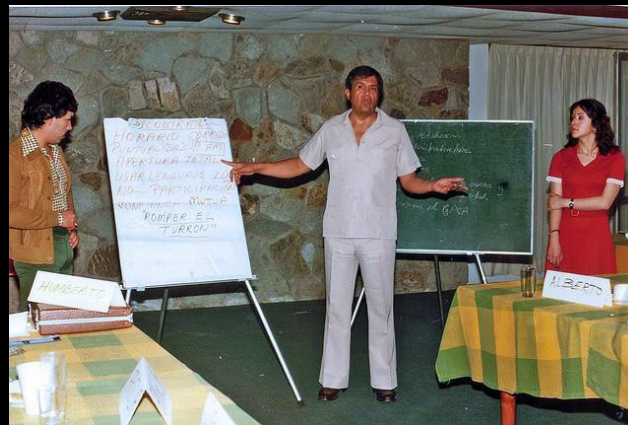


PURPOSES OF A LESSON PLAN

- Provide a format and logical order for lesson development.
- Provide a reminder of what advance preparation the instructor must make.
- Provides a reminder of what materials and equipment must be taken to the classroom.

PURPOSES OF A LESSON PLAN

- Guide the instructor in management of trainee activities.
- Remind the instructor what to say and do.
 - Order
 - Time



PURPOSES OF A LESSON PLAN

- Establish uniformity in training sessions.
- The content is documentation for legal purposes.





6 STEPS OF LESSON PLANNING

- 1) Establish a Lesson Objective(s)
- 2) Formulate desired learning outcome.
- 3) Research Topic.
- 4) Organize Material.
- 5) Select Instructional Strategies.
- 6) Prepare and Review Lesson Plans.



THREE TYPES OF LESSON PLANS

1) Topic / Sentence Outline

Main point / sub points - brief phrases

Each point is a sentence

2) PowerPoint Presentation

A. Is an outline

B. Include instructor notes with each slide

3) Manuscript - Complete Verbatim Record

(EXAMPLES)

EMT

Overview

- Discuss how understanding life span development can help the EMT in caring for patients.
- It is easier to understand disturbances to a patient's psychological and/or physiological state if you first know what is normal for him.

Objectives

Will have a greater understanding for how aging can affect the assessment.

Will understand the general limitations of is subgroup

Activities

Power point presentation

Case study

Role playing

Adaptations

Evaluation

Group discussion based on the role playing of

Life span development

EMT-B

09-09-2014

Time: 18:30 – 21:30

Materials

FF -

White boards

Other Resources

Case presentation

Role playing props

OUTLINE EXAMPLE



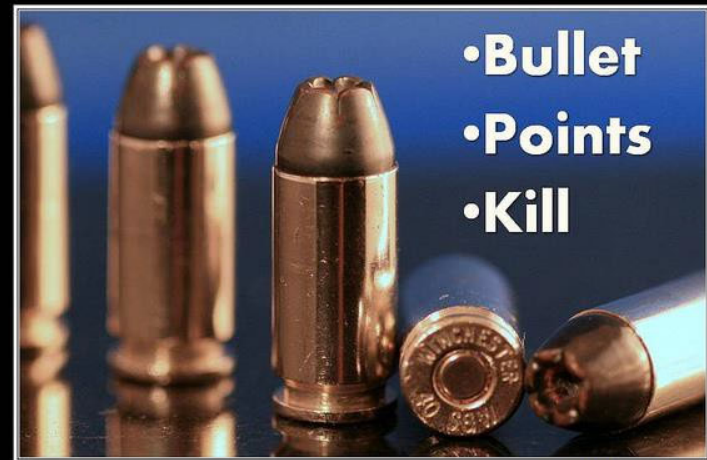


LESSON PLAN COMPONENTS

- Training Data
 - Lesson Title
 - Course Title
 - Duration
 - Trainee Level
 - Prepared by/date
- Method of presentation
- Instructor
- Approved by
- Number of trainees

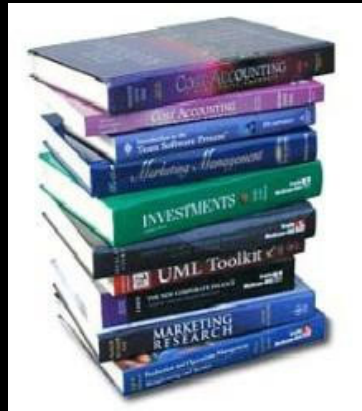
LESSON PLAN COMPONENTS

- Instructional Objectives
 - Indicate what the trainee will be able to do at the conclusion of the lesson
 - Performance
 - Condition
 - Criteria



LESSON PLAN COMPONENTS

- Materials Required
 - Training aids
 - Textbooks or manuals
 - Other supplies



CLASSROOM SET - UP

- Make sure the classroom is set up for optimal learning.
- Set it up the way that is most comfortable for the instructor and allows the students to learn. Ambiance is important!
- Types
 - Horseshoe
 - Lecture
 - Auditorium



LESSON PLAN COMPONENTS

- Introduction
 - Develop interest
 - Benefit to trainee
 - Tell what will be expected





LESSON PLAN COMPONENTS

- Presentation
 - Outline subject matter
 - Notes about instructional methods
 - Make presentation effective
 - Talk on level of the class
 - Emphasize and repeat important points

LESSON PLAN COMPONENTS

- Summary
 - Review of “must know” material
 - Lecture summary
 - Discussion
 - Question and answer
- Assure students have handouts and other material and....





LEAVE ON A POSITIVE NOTE...MOTIVATE!



QUESTIONS, COMMENTS OR CONCERNS?



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NREMT Paramedic

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NYSDOH-Certified Instructor Coordinator

Haz Mat Specialist

Former Volunteer Firefighter

Thank You!!

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