



# INLAND COUNTIES EMERGENCY MEDICAL AGENCY POLICY AND PROTOCOL MANUAL

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## EMT CONTINUING EDUCATION REQUIREMENTS

### I. PURPOSE

To define requirements for continuing education for certified Emergency Medical Technicians (EMTs) in the ICEMA region, per California Code of Regulations, Title 22, Division 9, Chapter 11, EMS Continuing Education.

### II. POLICY

To maintain certification, an EMT shall:

- Obtain at least 24 hours continuing education hours (CEHs) from an approved continuing education provider, or
- Complete a 24-hour refresher course meeting National Standard Curriculum from an approved EMT training program.
- Complete a verification of skills competency, EMSA Form SCV.

### III. PROCEDURE

- CEHs may be earned by any of the following methods:
  - Each hour of structured clinical or field experience when monitored by a preceptor assigned by an EMS training program, EMS provider, hospital or alternate base hospital approved according to this section.
  - Each hour of media based/serial production CE ,e.g., films, videos, audiotape programs, magazine articles offered for CE credit, home study, computer simulations or interactive computer modules. A maximum of 12 CEHs may be obtained in a 24-hour period.
  - Classroom, didactic and/or skills laboratory experience with direct instructor interaction.
  - Organized field care audits of patient care reports.
  - Advanced topics in subject matter outside the scope of practice of the certified or licensed EMS field personnel but directly relevant to emergency medical care.
  - Courses offered by accredited universities and colleges, including junior and community colleges. Acceptable courses include physical, social or behavioral sciences ,e.g., anatomy, physiology, sociology, psychology). Credit shall be given on the following basis:
    - One academic quarter unit shall equal 10 CEHs.
    - One academic semester unit shall equal 15 CEHs.
  - Structured clinical experience, with instructional objectives, to review or expand the clinical expertise of the individual.

- At least sixteen (16) hours of required CEHs must come from courses involving medical management of patients. Non-medical EMS system courses (e.g., ICS, HazMat FRO, Vehicle Extrication, Rope Rescue, etc.) will be limited to eight (8) hours maximum per certification cycle.
- Precepting EMS students or EMS field personnel as a hospital clinical preceptor, as assigned by the EMS training program, EMS provider, hospital or base hospital. In order to receive CEHs for precepting, all the requirements for a course including objectives and student evaluations of the preceptors must be met. CEHs for precepting are limited to a maximum of 50 percent (50%) of required CEHs per licensure/certification cycle for all EMS field personnel.
- At least 50 percent (50%) of the required CEHs must be in an instructor-based format, where an instructor is readily available to the student to answer questions, provide feedback, (e.g., on-line CE course where an instructor is available to the student). ICEMA shall determine whether a CE course, class or activity is instructor based.
- An instructor for a CE course, class or activity will earn credit equal to the same number of CEHs applied to the course, class or activity. This shall be documented on a separate roster, clearly labeled "Instructor", and include the course name. Credit will be given, one (1) time only, for each specific course during an EMT certification period.
- Credit may be given for taking the same CE course, class or activity no more than two (2) times during a single EMT certification period.
- At the time of the educational event, the student must sign and provide certification/licensure number on the Continuing Education Course Roster. Failure to do so will result in loss of CE credit.
- An individual shall provide proof of approved CEHs obtained to ICEMA upon request and at the time of application.
- An individual who is currently licensed in California as a paramedic (EMT-P), or certified as an EMT-II, or who has been certified within six (6) months of the date of application, may be given credit for CEHs earned as an EMT-P or AEMT to satisfy the CE requirement for EMT recertification.
- CE credit may be obtained at any time throughout the current EMT certification period.