

Rappahannock EMS Council  
Guidelines & Training Committee  
Agenda

January 12<sup>th</sup>, 2009  
REMS Training & Simulation Center, Classroom A

**Call to Order:** Meeting called to order by Ray at 1900 hours

**Roll Call and Recognition of Guests:** Heather Calhoun (staff), Mike Brewster, Mark Garnett, Linda Harris (staff), Pat Fitzgerald, Doug Found, Lori Knowles, Greg Leitz, and Ray Tricarico

**Absent:** John Brandrup, Keith Moore, Dave Morris, Dr. David Garth and Kelly Southard.

**Approval of Minutes:** Pat motioned to approve the minutes from the November meeting with the amendment to the wording of Lori's motion about the letter to OEMS concerning the Paramedic Accreditation. Doug 2<sup>nd</sup>, motion carried.

**Staff Report:**

Night Intermediate class going good with 19 still enrolled. Day Intermediate is full with waiting list. Pediatric ITLS for 12/06/08 was postponed due to lack of enrollment. EMT 01/05-04/08 started with 24 students. CICP 01/06-03/31 started with 8 enrolled. ALS Required Topics scheduled for 4/27/09 – 6/29/09. BLS Required Topics scheduled for 06/06, 06/13, 06/20. Board of Directors decided to go on a hiring freeze due to budget cuts, so we will not be replacing the Regional Field Coordinator at this time. Will reevaluate in July.

Skills Drills: Initial compliance date of 01/01/09. Providers required to complete drills one time during their state certification period. Concern over OMD's not picking same skills. Initial concept was for all agencies to be doing the same skills so providers could complete the drills anywhere in the region. Doug motion next January for QI committee to suggest regional skill drills to the Regional Medial Director. Motion resend by Doug. Lori motion to 1.) resend January 1<sup>st</sup>, 2009 compliance start date and move to a July 1<sup>st</sup>, 2009 compliance start date; 2.) GTC to come up with a set of BLS and ALS skill by consensus so the entire region will be doing one set of skills for the year; and 3.) grandfather agencies and providers that have already started theirs drills to use the skills they have picked. Doug 2<sup>nd</sup>, motion carried.

**ALS Release Extension Requests:**

- 1.) Susan Lewis has requested an extension of her ALS Release Program due to family and work obligations. Pat is her preceptor and said she has completed very little of the program. Motion by Lori to grant her a 6 month extension. 2<sup>nd</sup> Mark, motion carried.

**ALS Instructor/Coordinator Requests:**

1. Steve Lynd- Requesting re-certification, attended an up-date, submitted all appropriate paperwork. Coordinated an Enhanced basic and ALS CE courses. Affiliated with King George and Bowling Green Fire. Motion by Mike to approve. 2<sup>nd</sup> by Lori, motion carried.
2. Dana Main- Requesting re-certification, attended an up-date, submitted all appropriate paperwork. Coordinated REMS Skills Drills and CE courses for Caroline County. Motion by Lori to approve. 2<sup>nd</sup> by Mike, motion carried.

3. Craig Johnson- Requesting re-certification, attended up-date, submitted all paperwork. Coordinated ALS CE courses for Orange County. Greg motion to approve. 2<sup>nd</sup> by Lori, motion carried.
4. Christopher Payne- Requesting re-certification. Not showing up in Lotus as attending an update. Did not submit resume or list of courses. Lori motioned to approve, but hold until all paperwork is in and completed and has met all requirements. 2<sup>nd</sup> by Pat, motion carried.
5. Michael Lawson- Requesting re-certification, attended an up-date, did not submit resume or list of courses. Lori motioned to approve, but hold until all paperwork is in and completed and has met all requirements. 2<sup>nd</sup> by Greg, motion carried.

Heather will work on creating an affirmation page to put on the webpage to include a check list of all items the ALS Coordinators need to include when submitting their applications to GTC.

### **Exemption Requests:**

- 1.) Raymond Velasquez has completed 243 hours and is still lacking his 2 multi-systems trauma calls. He is requesting an exemption to be allowed to complete an 8 hour ER rotation to gain his 2 trauma contacts there. Motion by Mike to allow him to complete an 8 hour ER rotation to gain his 2 multi-systems trauma contacts. He must complete this within 90 days. 2<sup>nd</sup> by Mark, motion carried.
- 2.) Kathryn Rufo has requested an extension for her ALS Release program. She has completed 137 hours, but is lacking the 2 multi-systems trauma contacts. She did request an exemption to go to the ER 3 months ago and was denied because she was early on in her program. Motion by Greg to allow her to complete an 8 hour ER rotation to gain his 2 multi-systems trauma contacts. He must complete this within 90 days. 2<sup>nd</sup> by Pat, motion carried.
- 3.) Kenneth Crist is requesting an exemption from the 2 years as a released REMS ALS provider in order to become a preceptor. He was a released Paramedic in Pittsburgh for one year before coming to Spotsylvania and has been released in Spotsylvania since April 2007. Motion by Mike to deny his request. 2<sup>nd</sup> by Pat, motion carried.

**Sub-Committee Reports:** 1.) Protocol- There is a draft of the Stable Patient Protocol that Dr. Garth has been asked to review.

### **Unfinished Business:**

- 1.) Action Items that were sent to the Board- Staff will have to check with Tina to see what all was approved for sure.
- 2.) Linda will conduct an email poll with the OMD committee
- 3.) Protocol Changes: Most current approved protocols are on the webpage. Need to get updated changes in a bundle to the printers and a letter to all the agencies identifying the changes. Linda will work with the Protocol Committee to identify the changes and to formulate the method in which the notifications will be sent out.

### **New Business:**

1.) ?Move meeting to different day? Kelly is unable to attend the meetings on the current night due to a change in a meeting schedule in Orange County. He would like to see if the committee is interested in changing the meeting night. After discussion, it was decided to change the meetings to the 3<sup>rd</sup> Mondays of the even months. That would make our next meeting in February and the 3<sup>rd</sup> Monday is a holiday, so the meeting will be on the 3<sup>rd</sup> Tuesday in February.

2.) Requirements to become a REMS preceptor. Concerns brought up from a provider about the 2 years of experience. The concerns were around the fact that the experience varies based on how many hours the provider staffs a unit, the number of calls they respond to, the number of patients they treat, and the number of procedures they perform. After discussion it was decided that this will be delayed until the ALS Release Committee can review it, as well as other concerns that have arisen from the recent revisions made to the program.

3.) Ability for Intermediate students to start the Field Internship sooner? Heather explained that it is a state requirement for the students to be completed with the didactic portion of the program prior to beginning the field internship. The main issue with the mentioned students is that they did not start when they could and did not follow the requirements in the Student Field Internship Handbook. Heather is looking at offering a NREMT site at the end of the programs to give the students something to work towards.

4.) Greg questioned if anyone has a BLS release program that could be used for providers that only ride the Engines. Ray has one that he is willing to share.

5.) Concerns were brought up about people acting inappropriately at the Consolidated Test Sites. The question was if an evaluator was acting inappropriately who could ask them to leave. Heather explained that she is the site coordinate and that the patients, evaluators, moulage, table managers are all contractors and that she is in charge of them, therefore she has the ability to send them home for inappropriate behavior. Then the question came up if a testing candidate was acting inappropriately, who could send them home. Andy Daniel was asked to step in and answer the question. He said the state examiner and the CTS site coordinator has the ability to send a candidate home for inappropriate behavior. The examiner is busy and may be handling another situation, therefore they trust the site coordinator to make decisions as well.

### **ALS/EMT-Basic Programs Audit:**

Paramedic- Nick Klimenko- Stafford FR-08/18-06/04  
Paramedic- Nick Klimenko- Stafford FR-08/18-06/04  
EMT- Stacy Southard- Orange RS- 08/19-02/03  
Enhanced- Mark Ford- LOW- 08/19-02/24  
EMT- Tim Kimble- Fauquier F/R- 08/26-01/30  
EMT- Pamela Bertone- Culpeper OES- 09/08-01/14  
EMT- Kat Garnder- CFHS- 09/08-04/06- 2 classes  
EMT- Becky Raines- SSSHS- 09/08-04/09- 2 classes  
EMT- Greg Leitz- Spotsy CTC- 09/08-05/12- 2 classes  
EMT- VT Podbielski- JMHS- 09/10-01/21  
EMT- VT Podbielski- JMHS- 09/10-01/21  
EMT- Gloria Bolecek- CHS- 09/22-05/08- 2 classes

**Mike-Intermediate- Heather Calhoun- REMS- 09/23-05/09**  
**Mark-EMT- Linda Harris- REMS- 01/05-04/08**  
**Greg-Intermediate- Heather Calhoun- REMS- 01/08-06/27**  
EMT- Steve Lynd- LVRS- 01/12-04/15  
EMT- Tim Kimble- Culpeper OEMS- 02/03-06/01  
I-P Bridge- Khary Stringer- CRH- 02/09-06/17  
EMT- Julie Bienlien- Stafford F&R- 02/09-06/08

**\*\*\*Audit forms must be submitted to OEMS on a quarterly basis. Please forward forms to Heather ASAP.\*\*\* We must monitor 50% of REMS sponsored courses in order to meet our contract deliverables with OEMS.**

**REMS BOD Action Item:** None

**For the Good of the Order:** None

**Email Polls:**

The following items were approved via emails polls since the last meeting.

- 1.) Jennifer Amman requested ALS Coordinator recertification. All of her paperwork was submitted and she has coordinated CE courses in Stafford, all voted yes.
- 2.) Thomas Joyce requested ALS Coordinator re-endorsement in our region. All of his paperwork was submitted and he has coordinated CE programs in Orange, all voted yes.

**Adjournment:** Doug motioned to adjourn. 2<sup>nd</sup> by Greg, meeting adjourned at 2055 hours. The next meeting is scheduled for **February 17<sup>th</sup>, 2009** at 1900 hours at the REMS Training & Simulation Center.