

- 1 Legend: (Proposed Amendment(s))
2 Single Underline = Proposed new language
3 **[Bold, Print, and Brackets]** = Current language proposed for deletion
4 Regular Print = Current language
5 (No change.) = No changes are being considered for the designated subdivision
6

7 §157.32. Emergency Medical Services Education Program and Course Approval.
8

9 (a) Emergency medical services (EMS) Education Program Standards. The Texas
10 Department of State Health Services (department) **[Bureau of Emergency Management**
11 **(bureau)]** shall develop and publish an EMS Education and Training Manual (manual) outlining
12 standards for EMS education that address at least the following areas:
13

- 14 (1) program sponsorship;
15
16 (2) program direction and administration;
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18 (3) medical direction;
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20 (4) instructor personnel;
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22 (5) financial resources;
23
24 (6) physical resources, including classroom and laboratory facilities, equipment
25 and supplies, and learning resources;
26
27 (7) clinical and field internship resources;
28
29 (8) academic and administrative policies, procedures and records requirements;
30
31 (9) program evaluation;
32
33 (10) curriculum; and
34
35 (11) delivery of instruction by distance learning technology.
36

37 (b) Consideration of training standards.
38

39 (1) The department **[Texas Department of Health (department)]** shall base the
40 manual on applicable standards and guidelines for evaluation and approval of EMS education
41 programs adopted by national accrediting organizations.
42

43 (2) Before implementation or revision of the manual, the department shall ensure
44 adequate time for public review and comment.
45

46 (3) Before implementation or revision of the manual, the department shall present
47 the manual to the advisory council for review.

48
49 (c) Curriculum.

50
51 (1) Emergency Care Attendant (ECA)

52
53 (A) The minimum curriculum shall include all content required by the
54 current national Emergency Medical Responder (EMR) [EMS First Responder] educational
55 standards and competencies as defined in the National EMS Education Standards by the United
56 States Department of Transportation (DOT).

57
58 (B) In addition to the minimum curriculum in subparagraph (A) of this
59 paragraph, the curriculum shall include the following subjects:

60
61 (i) recognition and identification of hazardous materials as defined
62 by the Federal Emergency Management Agency curriculum, "Recognizing and Identifying
63 Hazardous Materials";

64
65 (ii) airway/ventilation adjuncts; to include use of the bag-valve
66 mask, oxygen administration and oral suctioning;

67
68 (iii) measurement of baseline vital signs to include pulse,
69 respiration and blood pressure by palpation and auscultation;

70
71 (iv) spinal motion restriction, to include sizing and application of
72 cervical collars and short/long spinal motion restriction devices to supine, seated, and standing
73 patients;

74
75 (v) patient assessment;

76
77 (vi) bandaging, splinting, and traction splinting;

78
79 (vii) cardiac arrest management, including use of the semi-
80 automatic external defibrillator;

81
82 (viii) equipment used to lift and move patients;

83
84 (ix) communications and documentation; and

85
86 (x) ambulance operations, to include emergency vehicle laws.

87
88 (C) The course shall include a minimum of 40 clock hours of classroom
89 and laboratory instruction in the approved curriculum.

90
91 (2) Emergency Medical Technician (EMT) [**Basic (EMT-B)**].

92
93 (A) The minimum curriculum shall include all content required by the
94 current national EMT [EMT-B] educational standards and competencies as defined in the
95 National EMS Education Standards by DOT.

96
97 (B) The course shall include a minimum of 140 clock hours of classroom,
98 laboratory, clinical, and field instruction which shall include supervised experiences in the
99 emergency department, with a licensed EMS provider and in other settings as needed to develop
100 the competencies defined in the minimum curriculum.

101
102 (3) Emergency Medical Technician-Intermediate (EMT-I).

103
104 (A) The minimum curriculum shall include all content required by the
105 **[portions of]** current national **[paramedic]** Advanced Emergency Medical Technician (AEMT)
106 standards and competencies as defined in the National EMS Education Standards by DOT
107 **[which address the following areas]**. The following areas must be addressed as outlined in the
108 AEMT national educational standards and the Health and Safety Code, Section 773.048:

- 109
110 (i) roles and responsibilities of the paramedic;
111
112 (ii) well being of the paramedic;
113
114 (iii) illness and injury prevention;
115
116 (iv) medical/legal issues;
117
118 (v) ethics;
119
120 (vi) general principles of pathophysiology;
121
122 (vii) pharmacology;
123
124 (viii) venous access and medication administration;
125
126 (ix) therapeutic communications;
127
128 (x) life span development;
129
130 (xi) patient assessment;
131
132 (xii) airway management and ventilation, including endotracheal or
133 esophageal intubation; and
134
135 (xiii) trauma.
136

137 (B) The course shall include a minimum of 160 clock hours of classroom,
138 laboratory, clinical, and field instruction which shall include supervised experiences in the
139 emergency department with a licensed EMS provider and in other settings as needed to develop
140 the competencies defined in the AEMT national educational standards [minimum curriculum].

141
142 (C) Current certification [Certification] as a [an] department EMT
143 [EMT-Basic]; or National Registry certified EMT shall be required prior to beginning field and
144 clinical rotations in an EMT-I course.

145
146 (4) Emergency Medical Technician-Paramedic (EMT-P).

147
148 (A) The minimum curriculum shall include all content required by the
149 current national paramedic education standards and competencies in the National EMS
150 Education Standards as defined by DOT.

151
152 (B) The course shall include a minimum of 624 clock hours of classroom,
153 laboratory, clinical and field instruction which shall include supervised experiences in the
154 emergency department with a licensed EMS provider and in other settings as needed to develop
155 the competencies defined in the minimum curriculum.

156
157 (C) Current certification [Certification] as a [an] Texas EMT [EMT-
158 Basic] or EMT-I; or current certification as a National Registry EMT, EMT-I or AEMT shall be
159 required prior to beginning field and clinical rotations in an EMT-P course.

160
161 (d) Sponsorship.

162
163 (1) EMS Education programs shall be sponsored by organizations or individuals
164 with adequate resources and dedication to carry out successful educational endeavors.

165
166 (2) Program sponsors shall provide appropriate oversight and supervision to
167 ensure that programs are:

168
169 (A) educationally and fiscally sound; and

170
171 (B) meet the responsibilities listed in subsection (o) of this section.

172
173 (e) Levels of program approval.

174
175 (1) A program may be approved as a basic EMS training program or an advanced
176 training program.

177
178 (2) ECA and EMT training shall be conducted by a basic program and may be
179 conducted by an advanced program.

180
181 (3) EMT-I and EMT-P training shall be conducted by an advanced program.
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183 (4) An advanced program shall be considered to have met the requirements for
184 approval as a basic program.
185

186 (f) Currently approved programs. Programs that have obtained approval as of the
187 effective date of this rule shall be considered to have met the requirements of subsections (g) or
188 (h) of this section appropriate to their current level of approval. Paramedic programs must
189 become accredited by December 31, 2012 and provide proof of accreditation by the Commission
190 on Accreditation of Allied Health Education Programs (CAAHEP) / Committee on Accreditation
191 of Educational Programs (CoAEMSP), or a national accrediting organization recognized by the
192 department. Alternately, the program may provide a letter from CAAHEP / CoAEMSP or an
193 organization recognized by the department stating the education program has submitted the
194 documentation as defined by that organization for pursuing accreditation.
195

196 (g) Basic approval requirements. To approve a basic program, an applicant shall:
197

198 (1) submit a letter of sponsorship;
199

200 (2) submit letters of intent from qualified providers of clinical and field internship
201 experience appropriate to the level of training;
202

203 (3) have at least one course coordinator certified as an EMT or higher;
204

205 (4) have a program director who contributes an adequate amount of time to assure
206 the success of the program. In addition to other responsibilities, the program director shall be
207 responsible for the development, organization, administration, periodic review and effectiveness
208 of the program. In addition to other duties, the program director may function as a course
209 coordinator if appropriately certified; and shall:
210

211 (A) routinely review student performance to assure adequate progress
212 toward completion of the program;
213

214 (B) review and supervise the quality of instruction provided by the
215 program; and
216

217 (C) document that each graduating student has achieved the desired level
218 of competence prior to graduation;
219

220 (5) have a medical director if appropriate to the level or content of training. The
221 medical director shall be a licensed physician approved by the department with experience in and
222 current knowledge of emergency care. The medical director shall be knowledgeable about
223 educational programs for EMS personnel. In addition to other duties assigned by the program,
224 the medical director shall:
225

226 (A) review and approve the educational content of the program's curricula;
227

228 (B) review and approve the quality of medical instruction provided by the
229 program; and

230
231 (C) attest that each graduating student has achieved the desired level of
232 competence prior to graduation;

233
234 (6) have an advisory committee representing the program's communities of
235 interest (individuals, groups of individuals, or institutions impacted by the program) designated
236 and charged with assisting the program director and medical director in formulating appropriate
237 goals and standards, monitoring needs and expectations and ensuring program responsiveness to
238 change;

239
240 (7) submit a completed application to the appropriate regional office; and

241
242 (8) demonstrate substantial compliance with the EMS education standards by
243 successfully completing the self study/on-site review process outlined in the manual.

244
245 (h) Advanced approval requirements. To approve an advanced program, an applicant
246 shall:

247
248 (1) have successfully operated a basic program;

249
250 (2) submit documentation of sponsorship by a regionally accredited post-
251 secondary educational institution or a health care institution accredited by an organization
252 recognized by the department, or any other entity meeting standards and criteria for sponsoring
253 advanced EMS courses;

254
255 (3) submit letters of intent from qualified providers of clinical and field internship
256 experience appropriate to the level of training offered;

257
258 (4) have at least one advanced course coordinator certified at or above the highest
259 level of training to be offered by the program;

260
261 (5) have a program director who contributes an adequate amount of time to assure
262 the success of the program. In addition to other responsibilities, the program director shall be
263 responsible for the development, organization, administration, periodic review and effectiveness
264 of the program; and shall:

265
266 (A) routinely review student performance to assure adequate progress
267 toward completion of the program; and

268
269 (B) review and supervise the quality of instruction provided by the
270 program; and

271
272 (C) document that each graduating student has achieved the desired level
273 of competence prior to graduation;

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(6) have a medical director who shall be a licensed physician approved by the department with experience in and current knowledge of emergency care. The medical director shall be knowledgeable about educational programs for EMS personnel. In addition to other duties assigned by the program, the medical director shall:

(A) review and approve the educational content of the program's curricula;

(B) review and approve the quality of medical instruction provided by the program; and

(C) attest that each graduating student has achieved the desired level of competence prior to graduation;

(7) have an advisory committee representing the program's communities of interest (individuals, groups of individuals, or institutions impacted by the program) designated and charged with assisting the program director and medical director in formulating appropriate goals and standards, monitoring needs and expectations and ensuring program responsiveness to change;

(8) submit a completed application to the appropriate regional office; and

(9) demonstrate substantial compliance with the EMS education standards by successfully completing the self-study/on-site review process outlined in the manual.

(i) Provisional approval. If following the department's review of the self-study, the applicant is found to be in substantial compliance with established EMS education standards outlined in the manual, the department shall issue a provisional approval.

(j) Lack of substantial compliance. If following the department's review of the self-study, the applicant is not found in substantial compliance with EMS education standards outlined in the manual, the program director and sponsor shall receive a written report detailing:

(1) any deficiencies; and

(2) specific recommendations for improvement that will be necessary before provisional approval may be granted.

(k) On-site review. After the completion of a provisionally-approved program's first course, an on-site review shall be conducted as outlined in the manual.

(1) If the program is found to be in substantial compliance with established EMS education standards and all fees and expenses associated with the self-study and on-site review have been paid, the department shall approve the program for a period of years as set forth in the manual and issue an approval number. The program director and sponsor shall receive a written

319 report of the site-review team's findings, including areas of exceptional strength, areas of
320 weakness and recommendations for improvement.

321
322 (2) If the program is not in substantial compliance with established EMS
323 education standards, the program director and sponsor shall receive a written report detailing
324 deficiencies and specific requirements for improvement. Depending on the nature and severity of
325 the identified deficiencies within the program, the program may or may not be allowed to
326 continue training activities. In all cases the department in consultation with program officials
327 shall devise a remedial plan for the deficiencies.

328
329 (3) Upon completion of a remedial plan a program shall be approved for a period of
330 years as outlined by the manual.

331
332 (1) Exception to sponsorship requirements for advanced programs.

333
334 (1) If an urgent need for an advanced program or an EMS operator instructor
335 program exists in an area and cannot be met by an entity that meets the sponsorship requirements
336 defined in subsection (h)(2) of this section, a licensed EMS provider may request the department
337 to grant an exception to allow the EMS provider to sponsor an advanced program.

338
339 (2) Such request must be submitted in writing and must include the following:

340
341 (A) documentation of the need for an advanced program and of the
342 urgency of the situation;

343
344 (B) documentation that the EMS provider has successfully operated a
345 basic program;

346
347 (C) documentation of attempts by the EMS provider to affiliate with an
348 entity that meets the requirements of subsection (h)(2) of this section;

349
350 (D) a letter from the EMS provider agreeing to assume all responsibilities
351 of advanced program sponsorship;

352
353 (E) letters of intent from qualified providers of clinical and field
354 internship experience appropriate to the level of training to be offered; and

355
356 (F) a letter of intent from a medical director who will agree to perform the
357 responsibilities listed in subsection (h)(6) of this section.

358
359 (3) In determining whether the request for an exception is to be approved or
360 denied, the department shall consider, but not be limited to, the following issues:

361
362 (A) the quality of the basic program previously operated by the EMS
363 provider;
364

365 (B) evidence that the EMS provider possesses the resources and dedication
366 necessary to operate an advanced program that complies with the EMS education standards;

367
368 (C) the efforts of the EMS provider to affiliate with an entity that meets
369 the requirements of subsection (h)(2) of this section;

370
371 (D) the availability of an approved advanced program within a reasonable
372 distance of the affected area;

373
374 (E) the availability of an approved advanced program that will provide
375 training to the affected area by outreach or distance learning technology;

376
377 (F) the probable impact on existing approved advanced programs if the
378 exception is approved; and

379
380 (G) the probable adverse consequences to the public health or safety if the
381 exception is not approved.

382
383 (4) After evaluation by the department, the EMS provider shall be notified in writing of the
384 approval or denial of the request.

385
386 (5) An exception to the requirements of subsection (h)(2) of this section shall meet all other
387 requirements of subsection (h) of this section, including completion of the self-study and the
388 on-site review process, and shall demonstrate substantial compliance with the EMS education
389 standards as outlined in the manual before being granted approval by the department.

390
391 (m) National accreditation for paramedic education/training programs.

392
393 (1) In addition to the requirements listed in subsection (h) of this section, all EMS
394 education/training programs currently conducting paramedic education and training must meet
395 the following requirements to qualify for paramedic education and training program approval:

396 **[(1) If a program has been accredited through a national accrediting organization**
397 **recognized by the department; the department may exempt the program from the program**
398 **approval or re-approval process. If a program is denied, the program has an opportunity**
399 **to request a hearing in accordance with §§1.21-1.34 of this title (relating to Formal Hearing**
400 **Procedures).]**

401
402 (A) on or before December 31, 2012, become accredited and provide
403 proof of accreditation by the CAAHEP/CoAEMSP, or a national accrediting organization
404 recognized by the department or;

405
406 (B) provide documentation of being in pursuit of accreditation as defined
407 by the CAAHEP / CoAEMSP or a national accrediting organization recognized by the
408 department on or before December 31, 2012. The education/training program that is deemed as
409 pursuing accreditation may be temporarily approved by the department. In order to receive

410 program approval, the education/training program must be accredited and provide proof of their
411 accreditation by the national accrediting organization to the department.

412
413 (2) If the education/training program does not become accredited or has their
414 accreditation revoked by the national accrediting organization the program will not be allowed to
415 conduct a paramedic education or training course until the program becomes accredited or the
416 program is recognized by the national accrediting organization as being in pursuit of
417 accreditation. **[(2) Nationally accredited programs shall provide the department with copies**
418 **of:**

419 (A) **the accreditation self study;**

420
421 (B) **the accreditation letter or certificate; and**

422
423 (C) **any correspondence or updates to or from the accrediting**
424 **organization that impact the program's status.]**

425
426 (3) Initial or current education programs that are not accredited and would like to
427 offer paramedic education and training on or after January 1, 2013 must:

428
429 **[On request of the department, programs shall permit the department's**
430 **representatives to participate in site visits performed by national accrediting**
431 **organizations.]**

432
433 (A) be approved by the department as an EMS basic education program,
434 according to subsection (g) of this section;

435
436 (B) submit the appropriate application and fees to the department;

437
438 (C) meet the accreditation standards set by CAAHEP / CoAEMSP or
439 another department approved national accrediting organization in order for the department to
440 issue the applicant a temporary license to conduct paramedic education or training courses;

441
442 (D) provide proof of accreditation by CAAHEP / CoAEMSP or another
443 national accrediting organization recognized by the department. If the training program does not
444 become accredited the program will not be allowed to conduct another paramedic education or
445 training course until the program becomes accredited or the department receives notification
446 from the accrediting organization that the program is recognized as in pursuit of accreditation as
447 defined by the accrediting organization.

448
449 (4) If a program has been accredited by CAAHEP / CoAEMSP or a national
450 accrediting organization recognized by the department, the department may exempt the program
451 from the program approval or re-approval process. If a program is denied accreditation, the
452 program has an opportunity to request a hearing in accordance with 1 Texas Administrative
453 Code, §§155.1-155.9 (relating to Formal Hearing Procedures). **[If the department takes**
454 **disciplinary action against a nationally accredited program for violations that could**
455 **indicate substantial noncompliance with a national accrediting organization's essentials or**

456 **standards, the department shall advise the national accrediting organization of the action**
457 **and the evidence on which the action was based.]**

458 (5) Programs accredited by CAAHEP / CoAEMSP or another national accrediting
459 organization recognized by the department shall provide the department with copies of:

460 (A) the accreditation self study;

461 (B) the accreditation letter or certificate; and

462 (C) any correspondence or updates to or from the national accrediting
463 organization that impact the program's status. [If a program's national accreditation lapses or
464 is withdrawn, the program shall meet all requirements of subsection (g) or (h) of this
465 section within a reasonable period of time as determined by the department.]

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469
470 [(3)] (6) On request of the department, programs shall permit the department's
471 representatives to participate in site visits performed by national accrediting organizations.

472
473 [(4)] (7) If the department takes disciplinary action against a nationally accredited
474 program for violations that could indicate substantial noncompliance with a national accrediting
475 organization's essentials or standards, the department shall advise the national accrediting
476 organization of the action and the evidence on which the action was based.

477
478 [(5)] (8) If a program's national accreditation lapses or is withdrawn, the program
479 shall meet all requirements of subsection (g) or (h) of this section within a reasonable period of
480 time as determined by the department.

481
482 (n) Denial of program approval. A program may be denied approval, provisional
483 approval, or re-approval for, but not limited to, the following reasons:

484
485 (1) failure to meet the requirements established in subsection (g), **[or]** (h) or (m)
486 of this section;

487
488 (2) failure, or previous failure, to meet program responsibilities as defined in
489 subsection (o) of the this section;

490
491 (3) conduct, or previous conduct, that is grounds for suspension or revocation of
492 program approval as defined in subsection (t) of this section;

493
494 (4) falsifying any information, record, or document required for program
495 approval, provisional approval, or re-approval;

496
497 (5) misrepresenting any requirements for program approval, provisional approval,
498 or re-approval;

499

500 (6) failing or refusing to submit a self-study or a required report of progress
501 toward remediation of a documented program weakness or areas of non-compliance within a
502 reasonable period of time as determined by the department;

503
504 (7) failing or refusing to accept an on-site program review by a reasonably
505 scheduled date as determined by the department;

506
507 (8) issuing a check to the department which is returned unpaid;

508
509 (9) being charged with criminal activity while approved to provide EMS training;

510
511 (10) having disciplinary action imposed by the department on the provider
512 license, personnel certification or licensure, or program for violation of any provision of Health
513 and Safety Code, Chapter 773 or 25 Texas Administrative Code, Chapter 157;

514
515 (11) failure of a paramedic program to become accredited or maintain their
516 accreditation by CAAHEP/ CoAEMSP or another national accrediting organization recognized
517 by the department.

518
519 (o) Responsibilities. A program shall be responsible to:

520
521 (1) plan for and evaluate the overall operation of the program;

522
523 (2) provide supervision and oversight of all courses for which the program is
524 responsible;

525
526 (3) act as liaison between students, the sponsoring organization and the
527 department;

528
529 (4) submit course notifications and approval applications, along with
530 nonrefundable fees if applicable, to the department as described in the manual;

531
532 (5) assure availability of classroom(s) and other facilities necessary to provide for
533 instruction and convenience of the students enrolled in courses for which the program is
534 responsible;

535
536 (6) screen student applications, verify prerequisite certification if applicable and
537 select students;

538
539 (7) schedule classes and assign course coordinators and/or instructors;

540
541 (8) verify the certification, license, or other proper credentials of all personnel
542 who instruct in the program's courses;

543
544 (9) maintain an adequate inventory of training equipment, supplies and audio-
545 visual resources;

- 546
547 (10) assure that training equipment and supplies are available and operational for
548 each laboratory session;
549
- 550 (11) secure and maintain affiliations with clinical, and field internship facilities
551 necessary to meet the instructional objectives of all courses for which the program is responsible;
552
- 553 (12) develop field internship and clinical objectives for all courses for which the
554 program is responsible;
555
- 556 (13) train and evaluate internship preceptors;
557
- 558 (14) maintain all course records for a minimum of 5 years;
559
- 560 (15) along with the course coordinator develop and use valid and reliable written
561 examinations, skills proficiency verifications, and other student evaluations;
562
- 563 (16) along with the course coordinator, supervise and evaluate the effectiveness of
564 personnel who instruct in the program's courses;
565
- 566 (17) along with the course coordinator, supervise and evaluate the effectiveness of
567 the clinical and EMS field internship training;
568
- 569 (18) along with the course coordinator, attest to the successful course completion
570 of all students who meet the programs requirements for completion;
571
- 572 (19) provide the department with information and reports necessary for planning,
573 administrative, regulatory, or investigative purposes; and
574
- 575 (20) provide the department with any information that will effect the program's
576 interaction with the department; including but not limited to changes in:
577
- 578 (A) program director;
 - 579
 - 580 (B) course coordinators;
 - 581
 - 582 (C) medical director;
 - 583
 - 584 (D) classroom training facilities;
 - 585
 - 586 (E) clinical or field internship facilities; and
 - 587
 - 588 (F) program's physical and mailing address.
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- 590 (21) provide proof of accreditation by CAAHEP / CoAEMSP or another national
591 accrediting organization recognized by the department.

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(p) Program Re-approval.

(1) Prior to the expiration of a program's approval period, the department shall send a notice of expiration to the program at the address shown in the current records of the department.

(2) If a program has not received notice of expiration from the department 45 days prior to the expiration, it is the program's duty to notify the department and request an application for re-approval. Failure to apply for re-approval shall result in expiration of approval.

(3) Programs that have obtained approval as of the effective date of this rule shall be considered to have met the requirements of subsection (g) or (h) of this section appropriate to their current level of approval.

(4) To be eligible for re-approval, the program shall meet all the requirements in subsections (g) or (h) of this section as appropriate to the level of approval requested; and

(A) prepare an update to the program's self-study that addresses significant changes in the program's personnel, structure, curriculum, resources, policies, or procedures;

(B) document progress toward correction of any deficiencies identified by the program or the department through the self-study and on-site review process; and

(C) host an on-site review if one is deemed necessary by the department or requested by the program;

(D) a paramedic program must provide documentation of current accreditation from CoAEMSP or another national accrediting organization recognized by the department.

(q) Fees.

(1) The following nonrefundable fees shall apply:

(A) \$30 for review of a basic self-study, except that this nonrefundable fee may be waived if the program receives no remuneration for providing training;

(B) \$90 for conducting a basic site visit;

(C) \$60 for review of an advanced self-study, except that this nonrefundable fee may be waived if the program receives no remuneration for providing training;

(D) \$250 for conducting an advanced site visit;

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(E) \$30 for processing a basic course notification or approval application, except that this nonrefundable fee may be waived if the program receives no remuneration for providing training; and

(F) \$60 for processing an advanced course notification or approval application, except that this nonrefundable fee may be waived if the program receives no remuneration for providing training.

(2) Program approvals shall be issued only after all required nonrefundable fees have been paid.

(r) Course Notification and Approval.

(1) Each course conducted by an approved program shall be approved by notice from the department and the issuance of an assigned course number. A program shall not start a course, advertise a course, or collect tuition and/or fees from prospective students until the course is approved by the department and the assigned course number issued.

(2) The program director of an approved program shall submit notice of intent to conduct a course and the appropriate fee, if required, to the department on a form provided by the department at least 30 days prior to the proposed start date of the course. The notification shall include the following information:

- (A) training level of course;
- (B) dates and times classes are to be conducted;
- (C) physical location of the classroom;
- (D) identification of clinical sites and internship providers, if required;
- (E) name of principle instructor;
- (F) enrollment status;
- (G) anticipated number of students;
- (H) number of contact hours;
- (I) amount of tuition to be charged;
- (J) proposed ending date of the course; and
- (K) signature of the program director

684 (3) A nonrefundable course fee, unless program is not remunerated for the course
685 in any way, shall be submitted as follows:

- 686
- 687 (A) \$30 for a Basic Course (ECA or EMT);
- 688
- 689 (B) \$60 for an Advanced Course (EMT-Intermediate or Paramedic);
- 690
- 691 (C) \$30 for an EMS Instructor Course; and
- 692
- 693 (D) \$60 for an Emergency Medical Information Operator Instructor
- 694 Course.

695

696 (4) The department may require submission of a written course approval
697 application, in accordance with the guidelines set forth in the manual, in lieu of the course
698 notification from programs which:

- 699
- 700 (A) have not successfully completed a site visit review;
- 701
- 702 (B) have proposed courses which do not conform to the approved
- 703 parameters of the current program standards;
- 704
- 705 (C) have not conducted a course of the same level in the previous 12
- 706 months; or
- 707
- 708 (D) the department has probable cause to suspect are in noncompliance
- 709 with the provisions of this chapter.

710

711 (s) Denial of a course notification or course approval. A course may be denied for, but
712 not limited to the following:

- 713
- 714 (1) submission of an incomplete application;
- 715
- 716 (2) failure to meet all requirements outlined in the manual;
- 717
- 718 (3) failure of the program to hold current approval to conduct the level of the
- 719 course proposed;
- 720
- 721 (4) failure to follow the guidelines for submission of the course notification or
- 722 course approval application and supporting documents;
- 723
- 724 (5) falsification or misrepresentation of any information required for course
- 725 notification or course approval; and/or
- 726
- 727 (6) issuing a check which is returned unpaid.

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729 (t) Disciplinary actions.

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(1) Emergency suspension. The bureau chief may issue an emergency order to suspend a program's approval if the bureau chief has reasonable cause to believe that the conduct of the program creates an immediate danger to the public health or safety.

(A) An emergency suspension shall be effective immediately without a hearing or written notice to the program. Notice to the program shall be presumed established on the date that a copy of the emergency suspension order is sent to the address shown in the current records of the department. Notice shall also be sent to the program's sponsoring entity.

(B) If a written request for a hearing is received from the program within 15 days of the date of suspension, the department shall conduct a hearing not earlier than the 10th day nor later than the 30th day after the date on which the hearing request is received to determine if the emergency suspension is to be continued, modified, or rescinded. The hearing and appeal from any disciplinary action related to the hearing shall be governed by the Administrative Procedure Act, Government Code, Chapter 2001.

(2) Non-emergency suspension or revocation. A program's approval may be suspended or revoked for, but not limited to, the following reasons:

(A) failing to comply with the responsibilities of a program as defined in subsection (o) of this section;

(B) failing to maintain sponsorship as identified in the program application and self-study;

(C) failing to maintain employment of at least one course coordinator whose current certifications are appropriate for the level of the program;

(D) falsifying a program approval application, a self-study, a course notification or course approval application, or any supporting documentation;

(E) falsifying a course completion certificate or any other document that verifies course activity and/or is a part of the course record;

(F) assisting another to obtain or to attempt to obtain personnel certification or recertification by fraud, forgery, deception, or misrepresentation;

(G) failing to complete and submit course notifications or course approval applications and student documents within established time frames;

(H) offering or attempting to offer courses above the program's level of approval;

(I) compromising or failing to maintain the integrity of a department-approved training course or program;

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777 (J) failing to maintain professionalism in a department-approved training
778 course or program;
779
780 (K) demonstrating a lack of supervision of course coordinators or
781 personnel instructing in the program's courses;
782
783 (L) compromising an examination or examination process administered or
784 approved by the department;
785
786 (M) accepting any benefit to which there is no entitlement or benefitting in
787 any manner through fraud, deception, misrepresentation, theft, misappropriation, or coercion;
788
789 (N) failing to maintain appropriate policies, procedures, and safeguards to
790 ensure the safety of students, instructors, or other course participants;
791
792 (O) allowing recurrent use of inadequate, inoperable, or malfunctioning
793 equipment;
794
795 (P) maintaining a passing rate on the examinations for certification or
796 licensure that is statistically and significantly lower than the state average;
797
798 (Q) failing to maintain the fiscal integrity of the program;
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800 (R) issuing a check to the department which is returned unpaid;
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802 (S) failing to maintain records for initial or continuing education courses;
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804 (T) demonstrating unwillingness or inability to comply with the Health
805 and Safety Code and/or rules adopted thereunder;
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807 (U) failing to give the department true and complete information when
808 asked regarding any alleged or actual violation of the Health and Safety Code or the rules
809 adopted thereunder;
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811 (V) committing a violation within 24 months of being placed on
812 probation; and/or
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814 (W) offering or attempting to offer courses during a period when the
815 program's approval is suspended;
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817 (X) a paramedic program receiving revocation of their accreditation by
818 CAAHEP / CoAEMSP.
819
820 (3) Notification. If the department proposes to suspend or revoke a program's
821 approval, the program shall be notified at the address shown in the current records of the

822 department. The notice shall state the alleged facts or conduct warranting the action and state that
823 the program has an opportunity to request a hearing in accordance with Administrative
824 Procedure Act, Government Code, Chapter 2001.

825
826 (A) The program may request a hearing within 15 days after the date of
827 the notice. This request shall be in writing and submitted to the chief.

828
829 (B) If the program does not request a hearing within 15 days after the date
830 of the notice of opportunity, the program waives the opportunity for a hearing and the
831 department shall implement its proposal.

832
833 (4) Probation. The department may probate any penalty assessed under this
834 section and may specify terms and conditions of any probation issued.

835
836 (5) Re-application.

837
838 (A) Two years after the revocation or denial of approval, the program may
839 petition the department in writing for the opportunity to reapply.

840
841 (B) The department shall evaluate the petition and may allow or deny the
842 opportunity to submit an application.

843
844 (C) In evaluating a petition for permission to reapply, the department shall
845 consider, but is not limited to, the following issues:

846
847 (i) likelihood of a repeat of the violation that led to revocation;

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849 (ii) the petitioner's overall record as a program;

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851 (iii) letters of support or recommendation;

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853 (iv) letters of protest or non-support of the petition; and

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855 (v) the need for training in the area the program would serve.

856
857 (D) The petitioner shall be notified within 60 days at the address shown in
858 the current records of the department of the decision to allow or deny the submission of an
859 application for re-approval.

860
861 (6) A program whose approval expires during a suspension or revocation period
862 may not petition to reapply until the end of the suspension or revocation period.

863
864 (u) For all applications and renewal applications, the department (or the board) is
865 authorized to collect subscription and convenience fees, in amounts determined by the Texas
866 Online Authority, to recover costs associated with application and renewal application
867 processing through Texas Online.