

HIGH SCHOOL EMS EDUCATION PROGRAM MANUAL - 2018

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Emergency Medical Services is more than a ride to the hospital. It is a system of coordinated response and out of hospital medical care involving multiple people and agencies.

Emergency Medical Services is a career filled with excitement, rewards, and public service. Research indicates EMS practitioners enjoy the work they do, are committed to patient care, and value the educational and teamwork aspects of work life.

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PROGRAM OVERVIEW

Preface

The increasing emergency medical needs of an aging population and a decrease in an Emergency Medical Services workforce has placed a burden on many communities in meeting demands for emergency care. One of the mechanisms for meeting this demand is to introduce emergency medical programs to students during high school through the Louisiana JumpStart Pathway

Emergency Medical Services, more commonly known as EMS, is a system that provides out of hospital medical care. It is activated by a call for help, usually after an incident of serious illness or injury. The focus of EMS is care of patients outside of the hospital setting. Emergency Medical Services is most easily recognized when emergency vehicles or helicopters are seen responding to emergency incidents, but EMS is much more than a ride to the hospital. It is a system of coordinated response and out of hospital medical care, involving multiple people and agencies. A comprehensive EMS system is ready every day for every kind of emergency.

Emergency Medical Services is a public service career field filled with excitement and reward. Research indicates EMS practitioners enjoy the work they do, are committed to patient care, and value the educational and teamwork aspects of work life. Mental stability, physical fitness, and the ability to remain “calm” during the storm of activities one faces as an EMS Practitioner are important attributes. Often used as an entry portal for other health care professions, EMS can be an enjoyable and rewarding life’s work.

Emergency Medical Services personnel are classified by four levels of certification: Emergency Medical Responder (EMR), Emergency Medical Technician (EMT), Advanced – Emergency Medical Technician (A-EMT), and Paramedic. The Louisiana JumpStart Pathway offers certification opportunities for the EMR and EMT level.

Emergency Medical Responders provide immediate lifesaving care to critical patients who access the emergency medical services system. Emergency Medical Responders have the knowledge and skills necessary to provide immediate lifesaving interventions while awaiting additional EMS resources to arrive. Emergency Medical Responders also provide assistance to higher-level personnel at the scene of emergencies and during transport. Emergency Medical Responders are a vital part of the comprehensive EMS response. Under medical oversight, Emergency Medical Responders perform basic interventions with minimal equipment. *

Emergency Medical Technicians provide out of hospital emergency medical care and transportation for critical and emergent patients who access the EMS system. Emergency Medical Technicians have the basic knowledge and skills necessary to stabilize and safely transport patients ranging from non-emergency and routine medical transports to life-threatening emergencies. Emergency Medical Technicians function as part of a comprehensive EMS response system, under medical oversight. Emergency Medical Technicians perform interventions with the basic equipment typically found on an ambulance. Emergency Medical Technicians are a critical link between the scene of an emergency and the health care system. *

** As defined by the National Registry of Emergency Medical Technicians (NREMT) and the National EMS Scope of Practice Model*

Purpose

The purpose of this manual is to document guidelines that ensure quality and consistency in EMS programs offered in high schools throughout the state of Louisiana. This document is intended to be distributed to high school administrators that are offering (or are interested in offering) out of hospital emergency medical training as part of their school's curriculum. Ultimately, the school administrators will determine if offering this program will be possible and if the school will be able to give credit to the student for participation.

Scope

This manual is to provide the foundation for establishing and conducting an EMS program within a high school setting in accordance with the policies promulgated by the Louisiana Bureau of EMS and the Louisiana Department of Education. This manual will outline the requirements for course length, instructor criteria, medical direction criteria, student criteria, student/parent information, clinical requirements, testing requirements, and equipment requirements.

Course Length

The defined course length will allow for enough content exposure to fulfill the didactic and psychomotor requirements for the level taught. The EMR course length requirement is 2 semesters in a traditional schedule (or the equivalent in a block schedule) for 1 Carnegie unit of credit. The EMT course should be double blocked with a course length requirement of 2 semesters in a traditional schedule (or the equivalent in a block schedule) for 2 Carnegie units of credit.

For the EMR level, a minimum of 48 hours of student/instructor contact in didactic and lab settings must be scheduled. In addition, the course should include CPR training/certification, introduction to anatomy and physiology, and Basic Life Support (BLS) components. For the EMT level, 170 to 200 hours of student/instructor contact in didactic and lab settings, and consideration for enough hours to complete the EMT Competency Portfolio are required. Successful completion of an EMR course is allowed but is not a prerequisite for a student enrolling in an EMT course. To better understand the differences in expectations that exists between an EMR and an EMT, please refer to Appendix C for the approved Louisiana Scope of Practice for EMS.

The course length must take into consideration requirements for other school activities (i.e., assemblies, field trips, required testing, etc.), and may require additional course hours to complete. While the didactic components of the course may occur in a traditional class environment, the student to instructor ratio during practical labs and psychomotor skills should not exceed 8 students per faculty member. This may also increase the course length to complete the course if sufficient instructors are not available.

It is the responsibility of the instructor and the school administrator to ensure that all requirements set forth by the Board of Elementary and Secondary Education (i.e. BESE Bulletin 741) related to course length, attendance, and instructional minutes are satisfied.

All EMR/EMT courses must be taught by a Louisiana Certified EMS Instructor. All EMS courses must be registered and approved in the Louisiana Bureau of EMS web portal within 10 days of the beginning of class. Each class/period must be registered separately in the portal. Final grades must be posted in the EMS web portal within 24 hours of the course end date.

COURSE MANAGEMENT

Instructor Criteria

A High School EMS Instructor must be certified by the Louisiana Bureau of EMS. This certification requires:

- Instructor credential for Healthcare Provider CPR
- Current National Registry certification at, or above, the level of the class that is being taught
- Current Louisiana license at, or above, the level of the class that is being taught
- Current Louisiana High School EMS Instructor credential

Instructors are required to be fully certified by the Louisiana Bureau of EMS before beginning instruction. The course content must be delivered by a licensed EMS Instructor. Guest lecturers and supplemental instructors are welcome on occasions, but may not exceed 20% of the total instructional content and must teach under the supervision of the primary instructor. The Louisiana Bureau of EMS will not approve courses that are not taught by credentialed instructors. Courses that have more than 20% of the content taught by an unlicensed instructor will result in denial of credit and students will be unable to receive a license.

Medical Direction

All EMS courses must be conducted under the supervision of a Medical Director. The Medical Director must be licensed as a physician (M.D. or D.O.) by the Louisiana Board of Medical Examiners and should have experience in emergency medicine. Schools and/or districts must maintain agreements with the Medical Director. A copy of the signed agreement should be provided to all EMS instructors and be made available to BEMS upon request. A sample Medical Director job description for a high school EMS program can be found in Appendix E. The Louisiana Bureaus of EMS will not approve courses that do not have a signed agreement with a Medical Director.

Program Oversight

The Louisiana Bureau of EMS is responsible for quality assurance of education programs and instructors. The Bureau of EMS is charged with the review and the performance of education programs and instructors and shall conduct quality assurance assessments and audits to assure quality education and compliance with education standard and curriculum. Failure to meet educational, professional, or ethical standards may result in corrective action for the education program or instructor.

Student Selection Criteria

Due to the nature of emergency medicine and the potential stresses the student will be exposed to, it is important that students and parents be aware of the nature of the course. All students enrolled in an EMS course must be at least 16 years of age by the scheduled end date of the course. Students are permitted to take the National Registry of EMTs certification exam but will not receive the results of the exam until they are 18 years of age. All students less than 18 years of age at the start of the course must have a signed parental permission form on file with the program prior to the start date of the course. Students enrolled in the EMT

course will be required to complete clinical training and should expect to be exposed to physical and mental stress (i.e. work in a clinical setting, ride-a-longs, exposure to patient trauma) above that which is normally experienced in the high school setting. These rotations may require after-school or weekend hours to complete.

To be eligible to enroll in an EMS course in Louisiana, the applicant must:

- Be proficient in reading, writing, and speaking the English language.
- Must have a 1.85 cumulative GPA prior to entering the EMR program and maintain a 2.0 course GPA while in the program. Must have a 2.0 cumulative GPA prior to entering the EMT program and maintain a 2.0 course GPA while in the program.
- Be a minimum of 16 years of age by the scheduled end date of the EMR course. Be a minimum of 16 years of age at the conclusion date of the EMT course.
- If less than 18 years of age, the student must provide the course instructor with a parental permission form, with the signature of a parent or guardian, verifying approval for enrollment in the course.
- Have no physical or mental impairment that would render the student unable to perform all practical skills required for the level of licensure without accommodation.
- Currently possess or earn in the EMR course a current AHA BLS CPR (or equivalent) card.
- Not have an arrest/conviction record that has not been cleared by the EMS Certification Commission.
- Maintain a professional appearance in line with local EMS expectations and in accordance with the local school district policy.
- Not be under the influence of any drugs or intoxicating substances that impair the ability to provide patient care or operate a motor vehicle while in class or clinicals, while on duty, when responding to, or assisting in the care of a patient.

The High School JumpStart pathway is intended solely for high school students who are currently enrolled in the high school where the JumpStart program resides. High school-based programs are not permitted to offer instruction to adults (i.e. parents, teachers, community members, unregistered students).

An information packet outlining the course requirements shall be given to each prospective student and parent for review prior to being enrolled in the course. The information packet should include, at a minimum, the following:

- Costs for the course and testing fees
- Letter from the school administrator
- Letter from the course instructor
- Parent notification form
- Parental approval form
- Job description for the level being taught (recommend that schools use local EMS job descriptions)
- Prerequisites for EMS training
- Student, Parent, School Compact
- Immunization requirements and checklist
- Course syllabus
- Signed understanding of the requirements for certification and/or licensure
- Checklist of required forms needing signatures

Physical Requirements

The Louisiana Bureau of EMS and the Louisiana Department of Education recognize the rights of every student to have access to quality learning opportunities. As possible, qualified students should be allowed to enroll in the EMS pathway. However, it is to be understood that all students must be able to complete all of the requisite skills necessary for licensing. A license will not be granted to individuals incapable of successfully completing the skills exam. The discretion for enrollment in the course lies with the school and/or district.

EMS Certification Tracking

Individuals applying for EMS certification must meet the following four (4) requirements:

1. Successful completion of a state-approved EMS course that meets or exceeds the National Emergency Medical Services Education Standards. Candidates must have completed the course within the past two years and the course Program Director must verify successful course completion.
2. Have completed a current CPR-BLS for "Healthcare Provider" or equivalent credential.
3. Completion of a psychomotor exam. For EMT, the psychomotor exam must be taken at the BEMS Office in Baton Rouge.
4. Successful completion of a cognitive exam. For EMT, the cognitive exam must be taken at a Pearson Vue test site. Those EMT students who are 17 and wish to take the EMT Assessment based exam, must gain approval from the BEMS Office prior to sitting for the exam.

Helpful Notes:

- All students must be placed in the course roster within 30 days after the start of the EMS education program. Instructors should not wait until the end of the year.
- Louisiana BEMS cannot issue a license of a student to a teacher for any reason unless the request was formally made with proper permissions. Please get a copy of the license from your students before they leave for summer vacation or graduation.
- The ending date for the course **MUST** be the same as the completion date that is entered in the roster for students. If the dates differ a license cannot be issued.
- Students are encouraged to use personal email addresses, not school email addresses, when creating profiles.
- Profiles should be completed within the first week of the start of the EMS education program.
- Upon successful completion of the EMR course, high school students should apply for and receive an EMR license at no cost from the BEMS portal: This should be done prior to the student leaving school for summer or graduation.

COURSE REQUIREMENTS

Curriculum

The EMS course must be taught in accordance with the National Emergency Medical Services Education Standards, the National EMS Scope of Practice, and the Bureau of EMS requirements.

A current course syllabus should be uploaded to the “documents” section of the Louisiana Bureau of EMS web portal at the beginning of each course. It must include learning goals, course objectives, and competencies required for successful completion of the course. It may also include other common items such as the course description, days/times of class meetings, required textbooks and other reference materials, attendance requirements, evaluation methods, grading policy, and a content outline.

Upon successful completion of the course, the student must apply for an EMR license. Instructors are responsible for guiding EMS student through the licensure process. Please note, the Louisiana Bureau of EMS waives the license fee for high school students.

Clinical Requirements

The Educational Standards for the EMT program provide for 10 clinical patient assessments. The standards suggest that the assessments be accomplished in an emergency department, ambulance, clinic, nursing home, or doctor’s office. In addition, the student must participate in and document their patient contacts in field experience.

Students enrolled in the EMR program are encouraged to experience exposure to clinical environments as part of the course curriculum.

Testing Requirements

Testing requirements for the completion of the course of study to receive school credit are established by the Bureau of EMS. A comprehensive written and psychomotor exam must be administered at the end of each module and/or at the end of the program. Within two weeks of the completion of all required coursework and no later than April 30, all licensing requirements should be inputted and submitted to the Bureau of EMS. Please note that students should not apply for a license in the Bureau of EMS system until completion of the course. EMR students will receive a Louisiana license after successful completion of said written and psychomotor exams. EMR tests are to be taken at the school site. EMT students that expect to receive a Louisiana license must successfully complete the National Registry computer adaptive cognitive exam and the Louisiana psychomotor exam.

Equipment Requirements

A recommended equipment list can be obtained from the Bureau of EMS. See Appendix D.

General Recommendations

It is strongly recommended that each program director hold a conference with each prospective student and his or her parents/guardian prior to enrollment in the course. During the conference, it is a good opportunity for the instructor to ensure that the student and parent/guardian understand the costs, course requirements, and physical and mental requirements for the EMR and EMT program.

Contacting the Bureau of EMS

The Louisiana State Bureau of EMS is committed to providing appropriate assistance to high schools and districts offering the EMR and EMT JumpStart pathways. As a matter of both best practice and remaining compliant with HIPAA and FERPA guidelines, the State Bureau of EMS will only communicate with instructors and appropriate school/district personnel. All communications to the BEMS office from parents or students will be referred back to the school or district level.

The primary contact for JumpStart program assistance is John A. Cavell, Jr., Education Manager.

Louisiana State Bureau of EMS
7273 Florida Boulevard
Baton Rouge, LA 70806

Phone: (225) 925-7229
Fax: (225) 925-7244
John.Cavell@LA.GOV

Appendix A - Parent/Student Information Packet

Sample General Information Letter

(To be placed on school letterhead)

Dear Parent of Students Enrolled in the EMS Course:

Your son/daughter (insert student's name here) is interested in enrolling in the EMR/EMT course at (insert school name here). As with many courses dealing with emergency medical services, there are certain risks associated with participation in this course. Enclosed you will find information concerning the curriculum and numerous documents that require your signature. Please review the materials with your child and sign your name, where appropriate. Please be aware that students enrolled in the EMR/EMT course will be required to show proof of current immunizations. Any and all costs incurred for the immunizations are the sole responsibility of the student or their parents.

The EMR/EMT course is challenging both physically and mentally. Regular attendance is required for your student to succeed. Equally important is that your student comes to class prepared. Please discuss these issues with your child to ensure they are prepared to undertake the responsibility of fulfilling the requirements necessary for successful course completion.

All students less than 18 years old at the start of the course must have a signed parental permission form on file with the program director prior to the start date of the course. Students enrolled in this course will be required to complete clinical training and will be exposed to physical and mental stress above that which is normally experienced in the school setting. These rotations may require after-school and/or weekend hours to complete.

Should you need assistance or have questions, please contact (insert point of contact here).

Sincerely,

(Your signature block here)

NOTE:

- Consider including costs and any other course information that is appropriate to properly inform the student and the parents
- The actual form should be reviewed by the school's legal counsel

Parental Notification Form

(To be placed on school letterhead)

Dear Parent/Legal Guardian,

Your student has enrolled in the EMR/EMT program at (insert school name here). (Insert your instructor name here) will serve as the coordinator of the course. If you have any problems or concerns in reference to the program at any time, I would encourage you to contact (insert your instructor name here).

You should be aware that emergency response work is an inherently dangerous activity. Although the individual safety of response personnel is paramount and occupies a considerable portion of our training effort, there are risks, specifically: accidents, traumatic injury, exposure to communicable disease and emotional stress. It is strongly encouraged to pay close attention to your student's behavior during the semester and to note any negative indications of stress to the instructional staff.

If we can provide further information, answer any questions, or be of any benefit to you or your student, please do not hesitate to contact me.

Sincerely,

(Your signature block here)

Please sign this document and have your student return it to (insert your Instructor name here). I acknowledge that I have received this document with my child.

Signature of Student/Date

Signature of Parent/Legal Guardian/Date

NOTE:

- *Consider including costs and any other course information that is appropriate to properly inform the student and the parents*
- *The actual form should be reviewed by the school's legal counsel*

Parental Approval for Students to Enroll in EMR/EMT Course

My child, (insert student name here) has my permission to enroll in the EMR/EMT course. I have read information from (insert name of school here) about the program and fully understand the scope and intent of the program. These forms have been signed and returned to the appropriate personnel.

I further understand that I will not hold the school personnel, the school administration or (insert school name here) liable for any accidents and/or injury to either person or property incurred during participation in the program.

Signature of Parent/Legal Guardian/Date

NOTE:

- *Consider including costs and any other information that is appropriate to properly inform the student and the parents*
- *The actual form should be reviewed by the school's legal counsel*

Appendix B - References

Helpful Links

Louisiana Bureau of EMS - <http://ldh.la.gov/ems>

National Association of Emergency Medical Technicians (NAEMT) - <http://www.naemt.org>

Board of Elementary and Secondary Education (BESE) - <http://www.bese.louisiana.gov/>

Louisiana Department of Education's Jump Start Initiative - <https://www.louisianabelieves.com/courses/all-things-jump-start>

National Registry of Emergency Medical Technicians - <https://www.nremt.org>

Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions - <http://coaemsp.org/>

Commission on Accreditation of Allied Health Education Programs - <https://www.caahep.org/>

National Emergency Medical Services Education Standards - [https://www.ems.gov/pdf/education/EMS-Education-for-the-Future-A-Systems-Approach/National EMS Education Standards.pdf](https://www.ems.gov/pdf/education/EMS-Education-for-the-Future-A-Systems-Approach/National_EMS_Education_Standards.pdf)

Emergency Medical Responder Instructional Guidelines - [https://www.ems.gov/pdf/education/National-EMS-Education-Standards-and-Instructional-Guidelines/EMR Instructional Guidelines.pdf](https://www.ems.gov/pdf/education/National-EMS-Education-Standards-and-Instructional-Guidelines/EMR_Instructional_Guidelines.pdf)

Emergency Medical Technician Instructional Guidelines - [https://www.ems.gov/pdf/education/National-EMS-Education-Standards-and-Instructional-Guidelines/EMT Instructional Guidelines.pdf](https://www.ems.gov/pdf/education/National-EMS-Education-Standards-and-Instructional-Guidelines/EMT_Instructional_Guidelines.pdf)

The National EMS Scope of Practice Model - [https://www.ems.gov/pdf/education/EMS-Education-for-the-Future-A-Systems-Approach/National EMS Scope Practice Model.pdf](https://www.ems.gov/pdf/education/EMS-Education-for-the-Future-A-Systems-Approach/National_EMS_Scope_Practice_Model.pdf)

Appendix C – Scope of Practice

Louisiana Scope of Practice Matrix for EMS

On July 26, 2017, the EMS Certification Commission updated the *Louisiana EMS Scope of Practice Matrix*. The Scope of Practice Matrix defines the maximum scope (procedures) a duly licensed EMS Practitioner may perform while operating under an approved medical protocol or on the order of a physician.

Trauma / Injury Management

Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Cervical Spinal Immobilization (C-Collar)	√*	√	√	√
Cervical Spinal Immobilization (Manual)	√	√	√	√
Eye Irrigation (Flush with water or saline)	√	√	√	√
Rigid Splints	√	√	√	√
Soft Splints	√	√	√	√
Soft tissue management	√	√	√	√
Spinal Immobilization (Long-Spine Board)	√*	√	√	√
Spinal Immobilization (Manual)	√	√	√	√
Tourniquet Application	√	√	√	√
Wound Care - Pressure Bandage (Inclusive of hemostatic bandage)	√	√	√	√
Helmet removal		√	√	√
PASG		√	√	√
Rapid extrication procedures		√	√	√
Spinal Immobilization (Seated / KED)		√	√	√
Traction Splints (Femur Fracture)		√	√	√
Wound Care - Occlusive Dressing		√	√	√
Morgan Lens Eye Irrigation				√

Airway Management

Skill / Procedure	EMR	EMT	A-EMT	Paramedic
BVM	√	√	√	√
Manual removal of obstructed airway	√	√	√	√
Mouth-to-barrier devices	√	√	√	√
Nasal cannula	√	√	√	√
Nasopharyngeal Airway Insertion	√	√	√	√
Non-rebreather mask	√	√	√	√
Open and Maintain the airway	√	√	√	√
Oral Suctioning	√	√	√	√
Oropharyngeal Airway Insertion	√	√	√	√
Ventilation with a flow-restricted oxygen-powered device	√	√	√	√

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Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Capnography Application and Monitoring	√*	√	√	√
Carbon monoxide Monitoring	√*	√	√	√
Pulse Oximetry	√*	√	√	√
Dual lumen airway		√	√	√
Endotracheal Suctioning		√	√	√
Extraglottic airways		√	√	√
Partial rebreather mask		√	√	√
Positive pressure ventilation devices (manually triggered or automatic ventilators)		√	√	√
Tracheostomy Maintenance		√	√	√
Venturi mask		√	√	√
Administration of nebulized bronchodilators		√*	√	√
Automatic-Transport Ventilator		√*	√	√
CPAP administration and management		√*	√	√
Laryngoscopy for removal of airway obstruction			√	√
Tracheostomy tube replacement			√	√
BiPAP administration and management				√
Endotracheal Intubation				√
Nasogastric Tube Insertion				√
Needle Decompression				√
Orogastric Tube Insertion				√
Percutaneous/Needle Cricothyrotomy				√
Positive end-expiratory pressure (PEEP)				√
Surgical Cricothyrotomy				√
Transport Ventilator (Manual adjustments)				√
Medication Assisted Intubation				√*

Pharmaceuticals

Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Aspirin (PO)	√	√	√	√
Epinephrine (Auto-Injector)	√	√	√	√
Glucagon (Auto-Injector)	√	√	√	√
MDI (Patient Assist)	√	√	√	√
Naloxone (Auto-injector)	√	√	√	√
Naloxone (IN)	√	√	√	√
Oral Glucose	√	√	√	√
Sublingual NTG (Patient Assist)	√	√	√	√
Bronchodilators		√*	√	√
Benzodiazepines			√	√

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Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Dextrose in water			√	√
Diphenhydramine			√	√
Epinephrine 1:1,000 (subcutaneous or intramuscular)			√	√
Epinephrine 1:1000 (intramuscular)	√	√	√	√
Glucagon			√	√
Lidocaine for pain relief after intraosseous needle insertions			√	√
Nalbuphine			√	√
Naloxone			√	√
Naloxone (intramuscular)	√	√	√	√
Narcotics or other analgesics for pain relief			√	√
Nitrous oxide			√	√
Normal Saline			√	√
Ondansetron (PO, Adults)			√	√
Medication Administration with evidence of written protocol and education				√*

Medication Administration Routes (for medications in the approved scope of practice)

Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Auto-Injector Devices	√	√	√	√
Intranasal Medication Administration	√	√	√	√
MDI (Patient Assist)	√	√	√	√
Sublingual NTG (Patient Assist)	√	√	√	√
Oral Medication Administration	√*	√	√	√
OTC Medications (Patient Assist)	√*	√	√	√
Maintenance of pre-established non-medicated IV fluids (D5W, LR, NS)		√*	√	√
Intramuscular Medication Administration			√	√
Intraosseous Medication Administration			√	√
Intravenous Medication Administration			√	√
Subcutaneous Medication Administration			√	√
Sublingual Medication Administration			√	√
Intravenous Pump Medication Administration				√
Rectal Medication Administration				√

Vascular Access

Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Blood Glucose Analysis	√*	√*	√	√
Blood Sample Collection for Analysis			√	√
Intraosseous Access			√	√
Peripheral Venous Access (Excluding external jugular)			√	√

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Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Central Line Maintenance				√
Peripheral Venous Access (Including external jugular)				√
Umbilical Venous Access				√*

Cardiac Arrest Management

Skill / Procedure	EMR	EMT	A-EMT	Paramedic
CPR - Manual	√	√	√	√
Defibrillation - AED	√	√	√	√
Application of Cardiac Rhythm Monitor	√*	√*	√	√
CPR - External Automated Device	√*	√*	√	√
Interpretation of Cardiac Rhythm Strips			√	√
Defibrillation - Manual			√*	√
Interpretation of 12-Lead EKG				√
Synchronized Cardioversion				√
Transcutaneous Pacing				√

Other Skills / Procedures

Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Body substance isolation precautions	√	√	√	√
Nerve agent antidote auto-injector kit	√	√	√	√
Patient Care Report (PCR) documentation	√	√	√	√
Taking and recording of vital signs	√	√	√	√
Trauma Triage	√	√	√	√
Emergency Childbirth	√*	√	√	√
Taser barb removal	√*	√	√	√
Urinary Catheter maintenance and troubleshooting		√	√	√
Blood chemistry analysis				√
Maintenance of blood administration				√
Thrombolytic therapy initiation and monitoring				√
Arterial Line Monitoring				√*
Thoracostomy (Tube, Needle, Finger)				√*
PICC Line – Access and Use				√*
CVP Line Monitoring				√*
Digital nerve block				√*
ICP Monitoring				√*
Pericardiocentesis				√*
Extremity wound closure (Suturing / Stapling)				√*
Swan-Ganz Catheter Monitoring				√*
Transvenous Pacing – Maintenance and Troubleshooting				√*

HIGH SCHOOL EMS EDUCATION PROGRAM GUIDE

Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Urinary Catheter Insertion				√*
Access and use of existing central venous catheters and access ports				√*

Community Wellness / Health Promotion / Prevention / Mobile Integrated Healthcare

Skill / Procedure	EMR	EMT	A-EMT	Paramedic
Determination of alternate transport location		√*	√*	√*
Fall prevention assessment		√*	√*	√*
Injury risk assessment/home safety assessment		√*	√*	√*
Treat and release protocol implementation		√*	√*	√*
Care plan follow-up				√*
Comprehensive physical exam				√*
Ear, Nose, and Throat (ENT) assessment (advanced)				√*
Hospital discharge follow-up				√*
Immunizations / vaccinations				√*
Medication compliance monitoring				√*
Mental health assessment (advanced)				√*
Oral health assessment (advanced)				√*
Social evaluation (advanced)				√*
Physician extension under direct telemedicine supervision in accordance with LRS 37:1271				√*

Notes on Scope of Practice:

EMS Practitioners must be licensed by the Louisiana Bureau of EMS and affiliated with a medical director. All skills/procedures/interventions must be included in agency-specific protocols approved by a medical director.

√ Procedures with a "√*" are approved as optional modules. Agencies utilizing these skills must maintain documentation demonstrating all individuals authorized by the agency's medical director to perform these skill(s)/procedure(s) have attended an agency-specific training module. Agency documentation of competency validation is required every 24 months.*

Employers and/or agency-specific medical directors may limit, but not expand the scope of practice.

A licensed Louisiana EMS Practitioner may be licensed/credentialed/certified by other recognized credentialing boards. It is the responsibility of both the employee and the employer to clearly delineate if/when the individual is functioning as an EMS Practitioner or under a separate license/credential.

Appendix D - Equipment

Recommended Equipment for EMR and EMT

The following equipment list is the recommended minimum for an EMS class size of 12 or fewer students based upon simulation labs. For a class size of 13-24, two sets of equipment are the recommended minimum. The equipment does not need to be owned by the school or instructor but should be available for student use.

Patient Assessment/Management – Trauma

- Examination gloves
- Moulage kit or similar substitute
- Outer garments to be cut away
- Penlight
- Blood pressure cuff
- Stethoscope
- Scissors
- Blanket
- Tape (for outer garments)

Patient Assessment/Management – Medical

- Examination gloves
- Moulage kit or similar substitute
- Outer garments to be cut away
- Watch with second hand
- Penlight
- Blood pressure cuff
- Stethoscope
- Scissors
- Blanket
- Tape (for outer garments)

Bag-Valve-Mask Ventilation of an Apneic Adult Patient and Oxygen Administration by Non-rebreather Mask

- Examination gloves (may also add masks, gowns, and eyewear)
- Intubation manikin (adult)
- Bag-valve-mask device with reservoir (adult)
- Oxygen cylinder with regulator:
- One oxygen cylinder must be fully pressurized with air or oxygen in order to test oxygen administration by non-rebreather mask. A second empty oxygen cylinder may be used to test BVM ventilation of an apneic adult patient.
- Oxygen connecting tubing
- Selection of oropharyngeal airways (adult)
- Selection of nasopharyngeal airways (adult)

- Suction device (electric or manual) with rigid catheter and appropriate suction tubing
- Various supplemental oxygen delivery devices (nasal cannula, non-rebreather mask with reservoir, etc. for an adult)
- Stethoscope
- Tongue blade

Cardiac Arrest Management/AED

- Examination gloves
- Mouth-to-barrier device (disposable)
- Automated External Defibrillator (trainer model programmed with current AHA Guidelines) with freshly charged batteries and spares
- CPR manikin that can be defibrillated with an AED Trainer
- Appropriate disinfecting agent and related supplies

Spinal Immobilization (Supine Patient)

- Examination gloves
- Long spine immobilization device (long board, etc.)
- Head immobilizer (commercial or improvised)
- Cervical collar (appropriate size)
- Patient securing straps (6-8 with compatible buckles/fasteners)
- Blankets
- Padding (towels, cloths, etc.)
- Tape

Spinal Immobilization (Seated Patient)

- Examination gloves
- Half-spine immobilization device* (wooden or plastic)
- Vest-type immobilization device*
- Padding material (pads or towels)
- Armless chair
- Cervical collars (correct sizes)
- Cravats (6)
- Kling®, Kerlix®, etc.
- Long immobilization straps (6 of any type)
- Tape (2" or 3" adhesive)
- Blankets (2)

Bleeding Control/Shock Management

- Examination gloves
- Field dressings (various sizes)
- Bandages (various sizes)
- Tourniquet (commercial or improvised)
- Oxygen cylinder with delivery system (tank may be empty)

- Oxygen delivery devices (nasal cannula, simple face mask, non-rebreather mask)
- Blanket
- Gauze pads (2x2, 4x4, etc.)
- Kling®, Kerlix®, etc.

Long Bone Immobilization

- Examination gloves
- Rigid splint materials (various sizes)
- Roller gauze
- Cravats (6)
- Tape

Joint Immobilization

- Examination gloves
- Cravats (6) to be used as a sling and swathe

Appendix E – Medical Director

Sample Job Description

INTRODUCTION

As in any field of endeavor, the education process is essential to the success of the provision of Emergency Medical Services (EMS). Given that prehospital care is provided under the auspices and licenses of physicians, it is critical that physicians be actively involved in the education process for all levels of EMS providers.

ROLE OF THE MEDICAL DIRECTOR

The physician medical director should have authority over the medical content related to patient care for all courses in the EMS education program. The job description and memorandum of understanding should be dictated by local needs, the level of instruction, and the course requirements.

QUALIFICATIONS

1. Licensed to practice medicine (M.D. or D.O.) by the Louisiana Board of Medical Examiners is required.
2. Should possess familiarity with the design and operation of EMS systems.
3. Should possess some education or experience in EMS education and methodology.
4. Should possess some knowledge of EMS laws and regulations.
5. Preferable to have education or experience in out-of-hospital emergency care.
6. Preferable to have education or experience in trauma, mass casualty, or disaster medicine.
7. Preferable to have active participation in the emergency management of acutely ill and injured patients.
8. Preferable to have Board certification in emergency medicine.

RESPONSIBILITIES

To optimize physician medical direction of EMS education programs, physicians serving as medical directors should, at a minimum, do the following.

1. Serve as patient advocates by demanding the highest quality education for students.
2. Assure the appropriateness of initial qualifications of applicants for positions in the EMS education programs.
3. Assure the appropriateness and qualifications of faculty delivering medical instruction.
4. Review and approve all patient care practices being taught to students.
5. Review and attest to the quality of medical instruction, student evaluation methods, and supervision delivered by the faculty.
6. Serve as a resource and liaison for instructors related to the medical field, best practices, and professional standards.
7. Promote the growth of the EMS profession by encouraging student and program participation.
8. Maintain liaisons with the medical community, especially with facilities and agencies providing clinical instruction for students.
9. Maintain communication with physician medical directors of local EMS agencies.
10. Maintain clinical, administrative, and education knowledge appropriate for an EMS education program.

11. When appropriate, seek feedback from program graduates and their employers.
12. Address courses regarding the function of a Medical Director and the importance of quality EMS programs.

AUTHORITY

A written MOU, agreement, or contract defining the job description and authority of the physician medical director should be established. Unless otherwise defined or limited by state or local requirements, the physician medical director for EMS education programs should have full authority over all clinical and patient care aspects of the program including, but not limited to the following.

1. Determine the appropriate medical care content of courses provided and assure that the content meets or exceeds any national standard curricula.
2. Set or approve minimum education and ethical standards for potential students.
3. Assure the competency of personnel who provide instruction in patient care.
4. Assure the adequacy of cognitive knowledge evaluations.
5. Assure the adequacy of clinical and field internship experiences and evaluations.
6. Have access to all relevant records necessary to evaluate student competency and fitness for patient care activities.
7. Maintain the authority to remove a student from a course for appropriate cause, related to adequate knowledge, clinical ability, or suitability using an appropriate review and appeals mechanisms.
8. Recommend certification and recertification of students to the appropriate certifying agencies.

PROGRAM OBLIGATIONS

The EMS education program has the obligation to provide the physician medical director with the resources and authority commensurate with the responsibilities outlined above.

NOTE: This job description is not fully inclusive of the needs of a high school based EMS program and may be modified to better serve the local needs of the school and community.

The Louisiana Bureau of EMS is proud to partner with the Louisiana Department of Education in order to provide EMS career opportunities to aspiring high school students through the Louisiana JumpStart Pathways Initiative.