EMS MONITORING OF APPROVED TRAINING PROGRAMS

I. AUTHORITY:

California Administrative Code Title 22 (T-22) Section 100071

All program materials specified in this chapter shall be subject to periodic review by the EMT-I Approving Authority.

All programs shall be subject to periodic on-site evaluation by the EMT-I Approving Authority.

II. APPLICATION:

This policy describes the monitoring process for OCEMS approved training programs.

III. PROCEDURE:

The OCEMS may for the purpose of periodic monitoring of compliance or investigating complaints perform evaluations of OCEMS approved training programs.

A. Scheduled Monitoring

The OCEMS staff member shall contact the EMT-I training program course coordinator to arrange a time for monitoring the program and/or class presentations.

When monitoring classroom lectures or student testing, the OCEMS staff shall invite the course coordinator to be present during the monitoring process.

B. Unscheduled Monitoring

Upon arrival at the training program the OCEMS staff will attempt to contact the course coordinator.

1. If the coordinator is available, staff will invite the coordinator to be present during the monitoring.

2. If the coordinator is unavailable, the staff will introduce himself/herself to the instructor and proceed to monitor the class.

IV. REPORTING:

Following completion of the monitoring, the OCEMS shall within 14 days submit a report to the course coordinator including the following:

1. Training program name.
2. Date and time monitoring was conducted.
3. Name(s) of the OCEMS staff conducting the monitoring.
4. Name of the instructor(s) monitored.
5. Training program criteria checklist identifying the criteria not being met by the training program.
6. Time frame for the program to respond and to comply with the laws and/or regulations and OCEMS policies and procedures.
7. A statement of consequences and appeal process OCEMS Policy and Procedure 645.00.