

Mountain-Valley EMS Agency

Practical Examination Workbook

for the

First Responder and EMT-I

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Practical Examination Workbook for the First Responder and EMT-I

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FOREWORD

The Primary Purpose of a standardized skills test for First Responders and Emergency Medical Technicians is to insure that a high quality of pre-hospital care is delivered to the patient.

The skills test evaluates that skills necessary for adequate patient care, and includes the minimum required skills identified in Title 22 of the California Code of Regulations.

The Practical Examination Workbook should be made available to candidates for certification well in advance of testing to allow ample time for study and practice.

SCORING

The purpose of a scoring checklist is to insure that:

- All candidates are tested to the same standard
- Important steps in each skill are completed
- Minimum competencies for certification are established

Scoring is accomplished by an evaluator who will observe a candidate's performance. The evaluator will follow the checklist and will grade the candidate's performance as follows:

- Each station has two criteria for evaluation. Candidates must successfully meet both criteria in order to successfully complete a station. Those criteria are:
 1. Points are established for completing certain tasks. Upon completion of a task, the candidate will be awarded the corresponding points. In order to successfully complete the station, the candidate must receive a minimum of 70% of the possible points for a given station.
 2. Critical performances in a station are denoted by an asterisk (*) or listed as Critical Criteria at the bottom of the evaluation form. A candidate who fails to complete a critical performance step will fail the station.

SECTION I

Mountain-Valley EMS Agency

First Responder and EMT-I Testing Policies and Procedures

CERTIFICATION TESTING POLICIES AND PROCEDURES

1. Application for Initial Certification

A. First Responder

1. Receive course completion from an Agency approved First Responder Training Program that is taught to the standards of the U.S. Department of Transportation First Responder curriculum that includes first aid practices and CPR.
2. Successfully complete an Agency approved First Responder Certification Examination.
3. Submit an application to the Agency within six (6) months of the date of course completion, which includes:
 - a. A copy of a current CPR certification that is taught to the curriculum standards of the American Heart Association, American Red Cross, or the National Safety Council at the Health Care Provider or equivalent level.
 - b. A copy of a current driver's license or picture identification card.
 - c. A signed affidavit that the candidate is at least 18 years of age.
 - d. A signed affidavit that the candidate is not precluded from certification for reasons defined in Health and Safety Code, Section 1798.200.
 - e. Payment of the appropriate certification application fee.

B. Initial EMT-I Certification

1. Receive course completion from an approved EMT-I Training Program.
2. Submit an application to the Agency within two (2) years of the date of course completion, which includes:
 - a. A copy of current National Registry Certification
 - b. A signed affidavit that the candidate is at least 18 years of age.
 - c. A signed affidavit that the candidate is not precluded from certification for reasons defined in Health and Safety Code, Section 1798.200.
 - d. A copy of a current driver's license or a government issued identification card.
 - e. Completion of a California Department of Justice (DOJ) criminal background check.
 - f. Payment of the appropriate certification application fee.

2. Written Testing Requirements

The National Registry of EMT transitioned from the pencil-and-paper exams to computer based testing January 1, 2007. All students must pass the NREMT Computer Based Exam to be eligible for EMT-I certification.

Individuals applying for EMT-Basic registration must meet the following requirements to be eligible for the national registration as an EMT-Basic.

- Applicant must be 18 years of age or older.
- Successfully complete, within the last two (2) years, a state-approved National Standard EMT-Basic education program, as developed and promulgated by the U.S. Department of Transportation.

Candidates who are not state certified and fail to become registered within two (2) years following EMT-Basic course completion must retake the entire EMT-Basic educational program.

If the candidate's initial training is beyond two (2) years and the candidate has maintained state certification, the candidate must complete a current state approved EMT-Basic refresher training program. Refresher training programs must be completed within the past two (2) years and meet or exceed the requirements of the U.S. Department of Transportation EMT-Basic Refresher Training Program, National Standard Curriculum.

If the candidate's initial training is beyond two (2) years and state certification has not been maintained, the candidate must complete the entire EMT-Basic education program.

- Successfully complete, within the past twelve months, all sections of a state-approved EMT-Basic practical examination that equals or exceeds the established criteria of the National Registry.
- Truthfully complete the Licensing Action and Felony statements on the application and submit the requested documentation if necessary.
- Possess a current CPR Credential at the healthcare provider or equivalent level
- A non-refundable/non-transferable application fee of \$70.00 to the National Registry of Emergency Medical Technicians, must be submitted with the application to cover the cost of processing the application.

Please Note - Each examination attempt will require an additional application and an additional application fee.

- Successfully complete the above requirements and the National Registry EMT-Basic cognitive examination.

NREMT Registration and Testing: Follow the instructions on the NREMT student registration instructions sheet provided on page 3.

3. Practical Testing Requirements

1. Practical skills standards and evaluation criteria are listed in the latest edition of the Practical Examination Workbook, published by the Mountain-Valley EMS Agency.
2. Candidates must successfully complete the following practical skills:
 - a. Patient Assessment/Management – Trauma
 - b. Patient Assessment/Management – Medical
 - c. Cardiac Arrest Management/AED
 - d. Bag-Valve-Mask Apneic Patient
 - e. Spinal Immobilization – Seated or Supine
 - f. One of the following randomly chosen skills:
 1. Long Bone Injury
 2. Joint Injury
 3. Traction Splint
 4. Bleeding Control/Shock Management
 5. Upper Airway Adjuncts and Suction
 6. Mouth-to-Mask with Supplemental Oxygen
 7. Supplemental Oxygen Administration

A candidate that fails a practical skill must retest on that practical skill.

Retesting of a practical skill may take place at the same test session if the candidate fails three (3) or fewer practical skill(s).

Candidates failing four (4) or more practical skills must retest all skills at another test session.

Candidates retesting a practical skill may re-test on a failed skill a total of two (2) times.

4. Applicants for Recertification

1. Applicants for recertification must do the following every two years.
 - Submit an application (see # 2 below)
 - Meet the skills competency requirements (see #3 below)
 - Submit proof of continuing education (CE).
 - 16 hours of CE for First Responders
 - 24 hours of CE for EMT-Is

For more information on approved CE topics, please refer to the Mountain-Valley EMS Agency Policy # 237.00

2. Submit a signed application which includes:
 - a. A copy of a current driver's license or a government issued identification card.
 - b. A copy (front and back) of current CPR Certification taught to the curriculum standards of the American Heart Association, American Red Cross or the National Safety Council at the Health Care provider or equivalent level.
 - c. Documentation of twenty-four (24) hours of continuing education.
 - d. A signed affidavit that the individual is at least 18 years of age.
 - e. A signed affidavit that the individual is not precluded for certification for reasons defined in Health and Safety Code, Section 1798.200.
 - f. Completion of a California Department of Justice (DOJ) criminal background check (**if not previously on file with the Agency**).
 - g. Payment of the \$45.00 application fee (**\$30.00 if submitted 15 days prior to expiration date**).

3. Submit a Mountain-Valley EMS Agency approved form that documents competency to the skills outlined in the latest edition of the Mountain-Valley EMS Agency Practical Examination Workbook for the following skills (*original form must be submitted, copies will not be accepted*):
- a. Patient Examination, trauma patient
 - b. Patient Examination, medical patient
 - c. Airway Emergencies – test on one of the following:
 - 1) Mouth-to-Mask with Supplemental Oxygen
 - 2) Upper Airway Adjuncts and Suction
 - d. Breathing Emergencies - test on one of the following:
 - 1) Oxygen Administration
 - 2) Bag-Valve-Mask Apneic Patient
 - e. Automated External Defibrillation
 - f. Circulation Emergencies – Bleeding Control/Shock Management
 - g. Neurological Emergencies – test on one of the following:
 - 1) Spinal Immobilization – Seated Patient
 - 2) Spinal Immobilization – Supine Patient
 - h. Soft Tissue Injury – Open Fracture of the Extremity
 - i. Musculoskeletal Injuries – test on one of the following:
 - 1) Long Bone Injury
 - 2) Joint Injury
 - 3) Traction Splinting
 - j. Obstetrical Emergencies

Skills competency may be documented by:

- Approved EMS CE Provider
- Fire Departments
- Ambulance Provider Agencies
- EMT-I Training Programs

SECTION II

Emergency Medical Technician-I (EMT-I) Scope of Practice

Excerpt from Title 22, Division 9 of the California Code of Regulations

During training, while at the scene of an emergency, during transport of the sick or injured, or during interfacility transfer, a supervised EMT-I student or certified EMT-I is authorized to do any of the following in accordance with the written policies and procedures of the Agency:

1. Evaluate the ill and injured through obtain diagnostic signs to include, but not be limited to, the assessment of temperature, blood pressure, pulse and respiration rates, level of consciousness, and pupil status.
2. Render basic life support, rescue and emergency medical care to patients, including:
 - a. Perform cardiopulmonary resuscitation, including the use of mechanical adjuncts to basic cardiopulmonary resuscitation.
 - b. Use the following adjunctive airway breathing aids:
 - oropharyngeal airway;
 - nasopharyngeal airway;
 - suction devices;
 - basic oxygen delivery devices; and
 - manual and mechanical ventilating devices designed for prehospital use.
 - c. Use various types of stretchers and body immobilization devices.
 - d. Provide initial prehospital emergency care of trauma.
 - e. Administer oral glucose or sugar solutions.
 - f. Extricate entrapped persons.
 - g. Perform field triage.
 - h. Assist in emergency childbirth.
 - i. Transport patients.
 - j. Set up for ALS procedures, under the direction of an EMT-P.
 - k. Perform automated external defibrillation when authorized by an EMT AED service provider.
 - l. Assist patients with the administration of physician prescribed devices, including but not limited to, patient operated medication pumps, sublingual nitroglycerin, and self-administered emergency medications, including epinephrine devices.

In addition to the activities authorized above, a certified EMT-I may, if authorized by the Mountain-Valley EMS Agency Medical Director, to do any of the following in the prehospital setting and/or during an interfacility transport in accordance with the written policies and procedure of the Agency:

1. Monitor intravenous lines delivering glucose solutions or isotonic balanced salt solutions including Ringer's Lactate for volume replacement;
2. Monitor, maintain, and adjust if necessary in order to maintain, a preset rate of flow and turn off the flow of intravenous fluid.
3. Transfer a patient, who is deemed appropriate for transfer by the transferring physician, and who has nasogastric (NG) tubes, gastrostomy tubes, heparin locks, foley catheters, tracheostomy tubes and/or indwelling vascular access lines, excluding arterial lines;
4. Monitor preexisting vascular access devices and intravenous lines delivering fluids with additional medications pre-approved by the Director of the EMS Authority.

SECTION III

Practical Examination Skills