

Prerequisites for EMS Training Programs, Criminal History and Standards of Conduct

Initial Basic Life Support Certification Programs

To enroll in a BLS certification program you must comply with the following:

- A. Be clean and neat in appearance. Be a minimum of 16 years of age at the beginning date of this certification program. If less than 18 years of age, you must provide the course coordinator with a completed parental permission form with the signature of a parent or guardian verifying approval for enrollment in the course. If you are less than 18 years of age and are affiliated with an EMS or other public safety agency you must also provide the Course Coordinator with documentation from an Officer of the agency stating that you will be covered by agency insurance while attending the course. **(Students less than 18 years of age must obtain and complete a copy of the Student Permission Form from the course coordinator of the training program.)**
- B. Be proficient in reading, writing and speaking the English language in order to clearly communicate with a patient, family or bystander to determine a chief complaint, nature of illness, mechanism of injury or to assess signs and symptoms. (12VAC5-31-1503)
- C. Have no physical or mental impairment that would render him unable to perform all practical skills required for that level of certification including the ability to function and communicate independently and perform appropriate patient care, physical assessments and treatments without the need for an assistant. (12VAC5-31-1503)
- D. Hold current certification in an Office of EMS approved course in cardio-pulmonary resuscitation (CPR) by the end date of the certification program. This certification must also be current at the time of state testing.
- E. If you are a foreign national, you must have secured a U.S. Government Student Visa.
 1. If you have not been issued a US Social Security Administration number (SSN), you must submit copies of your U.S. Government Student Visa together with a photocopy of your passport to Debbie Akers via e-mail (deborah.t.akers@vdh.virginia.gov) as soon as possible.
- F. Not have been convicted or found guilty of any crime, offense or regulatory violation, or participated in any other prohibited conduct identified in state EMS regulations as follows: (12VAC5-31-910)
 1. Any crime involving sexual misconduct.
 2. A crime involving the sexual or physical abuse of children, the elderly or the infirm, such as sexual misconduct with a child, making or distributing child pornography or using a child in a sexual display, incest involving a child, assault on an elderly or infirm person.
 3. Any crime (including abuse, neglect, theft from, or financial exploitation) of a person entrusted to his care or protection in which the victim is a patient or is a resident of a health care facility.
 4. Any crime involving the use, possession, or distribution of illegal drugs.
 5. Are not currently under any disciplinary or enforcement action from another state EMS office or other recognized state or national healthcare provider licensing or certifying body. Personnel subject to these disciplinary or enforcement actions may be eligible for certification provided there have been no further disciplinary or enforcement actions for five years prior to application for certification in Virginia.
 6. Have never been subject to a permanent revocation of license or certification by another state EMS office or other recognized state or national healthcare provider licensing or certifying body.
- G. All references to criminal acts or convictions under this section refer to substantially similar laws or regulations of any other state or the United States. Convictions include prior adult convictions, juvenile convictions and



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adjudications of delinquency based on an offense that would have been, at the time of conviction, a felony conviction if committed by an adult within or outside Virginia.

- H. May not be under the influence of any drugs or intoxicating substances that impairs your ability to provide patient care or operate a motor vehicle while in class, or clinical, while on duty or when responding or assisting in the care of a patient. (12VAC5-31-940)

Initial Advanced Life Support Certification Programs

To enroll in an ALS certification program you must comply with the following:

- A. Be a minimum of 18 years of age at the beginning date of the certification program. (12VAC5-31-1521)
- B. Hold current certification as an EMT or higher EMS certification level. (12VAC5-31-1521)
- C. Hold, at a minimum, a high school or general equivalency diploma. (12VAC5-31-1521)

Acknowledgement - I have not been convicted or found guilty of any crime(s), offense(s) or regulatory violation(s); nor participated in any other conduct which prohibits EMS course enrollment or certification. My signature below acknowledges that I have read and understand the prerequisites for course enrollment, and criminal conviction(s) and/or misconduct that preclude individuals from EMS Certification in Virginia and verify that I am eligible for certification based upon the "Standards of Conduct" required by the Office of EMS.

Signed: _____ Date: _____

Print Name: _____ Date of Birth: ____/____/____

THE MINIMUM AGE FOR BLS PROGRAMS IS 16 YEARS OF AGE AND THE MINIMUM AGE FOR ALS PROGRAMS IS 18 YEARS OF AGE AT THE START DATE OF COURSE

Functional Position Description for the BLS Provider

Introduction

The following is a position description for the Emergency Medical Technician (EMT) within Atlantic EMS Council states. This document identifies the minimum qualifications, expectations, competencies and tasks expected of the EMT.

Qualifications for State Certification

To qualify for state certification, the applicant must at a minimum:

1. meet minimum state entry requirements.
2. meet course requirements such as attendance and grades.
3. successfully complete all certification/licensure examination(s).

Competencies

The EMT must demonstrate competency in handling emergencies utilizing basic life support equipment and skills in accordance with the objectives in the U.S. Department of Transportation National EMS Education Standards for the EMT to include having the ability to:

- verbally communicate in person, via telephone and telecommunications using the English language;
- hear spoken information from co-workers, patients, physicians and dispatchers and in sounds common to the emergency scene;
- ability to lift, carry, and balance up to 125 pounds (250 with assistance) a height of 33 inches, a distance of 10 feet;
- read and comprehend written materials under stressful conditions;
- document, physically in writing, document physically patient information in prescribed format;
- demonstrate manual dexterity and fine motor skills, with ability to perform all tasks related to quality patient care in a safe manner;
- bend, stoop, crawl, and walk on uneven surfaces;
- meet minimum vision requirements to operate a motor vehicle within the state.

Functional Position Description for the BLS Provider

Description of Tasks

The Basic Life Support Provider must:

- Receives a dispatched call, verbally acknowledges the call, reads road maps, identifies the most expeditious route to the scene, and observes traffic ordinances and regulations.
- Upon arrival at the scene, ensures that the vehicle is parked in a safe location. Safely performs size-up to determine scene safety including the presence of hazardous materials, mechanism of injury or illness, and the total number of patients. Performs triage and requests additional help as necessary.
- In the absence of public safety personnel takes safety precautions to protect the injured and those assisting in the care of the patient(s).
- Using body substance isolation techniques, protects the patient(s) and providers from possible contamination.
- Inspects for medical identification emblems, bracelets or cards that provide patient emergency medical care information.
- Determines nature and extent of illness or injury, checks respirations, auscultates breath sounds, takes pulses, auscultates/palpates blood pressure (including proper placement of the cuff), visually observes changes in skin color, establishes priority for emergency care. Based on assessment findings renders emergency care to adults, infants and children.
- Skills performed include but are not limited to: establishing and maintaining an airway, ventilating patients, cardiac resuscitation, use of automated external defibrillators where applicable. In addition, provides prehospital emergency care of single and multiple system trauma such as controlling hemorrhage, bandaging wounds, treatment of shock (hypoperfusion), spinal immobilization and splinting of painful swollen or deformed extremities.
- Manages medical patients to include, but are not limited to: assisting in childbirth, management of respiratory, cardiac, diabetic, allergic, behavioral, and environmental emergencies and suspected poisonings.
- Performs interventions and assist patients with prescribed medications, including sublingual nitroglycerine, epinephrine auto injectors, and metered dose aerosol inhalers observing safety measures for others and self.
- Responsible for the administration of oxygen, oral glucose and activated charcoal.
- Reassures patients and bystanders by working in a confident, efficient manner.
- Functions in varied environmental conditions such as lighted or darkened work areas, extreme heat, cold and moisture.
- Performs in situations that create stress and tension on a regular basis.
- Where extrication is required, assesses extent of entrapment and provides all possible emergency care and protection to the patient. Uses recognized techniques and equipment for removing patients safely (to include proper strap placement) Communicates verbally for additional help as needed.

Functional Position Description for the BLS Provider

- Complies with regulations for the handling of crime scenes and prehospital deaths by notifying the appropriate authorities and arranging for the protection of property and evidence at that scene.
- Lifts and moves patients into the ambulance and assures that the patient and stretcher are secured, continues emergency medical care enroute in accordance with local protocols.
- Determines most appropriate facility for patient transport. Reports to the receiving facility, the nature and extent of injuries, and the number of patients being transported.
- Observes patient enroute and administers care as directed by medical control or local protocol. Able to maneuver to all points in the patient compartment while transporting with a stretchered patient. Assists in lifting and carrying patient and appropriate equipment from ambulance and into receiving facility.
- Reports verbally and in writing, observations and emergency care given to the patient at the scene and in transit to the receiving staff for record keeping and diagnostic purposes. Upon request, provides assistance to the receiving facility staff.
- Disposes of contaminated supplies in accordance with established guidelines, decontaminates vehicle interior, sends used supplies for sterilization.
- Maintains ambulance in operable condition which includes cleanliness, orderliness and restocking of equipment and supplies. Determines vehicle readiness by checking oil, gas, water in battery and radiator, and tire pressure.
- Checks all medical equipment for future readiness. Maintains familiarity with all specialized equipment.
- Attends continuing education and or refresher training programs as required by EMS agency, medical direction, and/or certifying agency.
- Meets qualifications within the functional job analysis of the EMT.