

# PROPOSAL FOR EMS INSTRUCTORS

## TYPES OF INSTRUCTORS & QUALIFICATIONS

### CERTIFICATE TO TEACH AS AN EMS INSTRUCTOR (EMS-I)

*Can instruct in accredited and approved sites*

#### QUALIFICATIONS

- In the preceding seven (7) years, has at least five (5) years of experience as a first responder, EMT, or registered nurse or physician assistant
- Possesses a current and valid certificate to practice as a first responder or EMT or holds a current and valid Ohio license to practice as a registered nurse or a physician assistant
- Must submit a completed application
- Fifty (50) hours instructional techniques
- Ten (10) hours of monitored supervised teaching in the presence of an EMS instructor, as approved by the accredited institution offering the EMS instructor training program
- Knowledge exam prior to eight (8) hour EMS module (good for three years)
- Practical exam prior to eight (8) hour EMS module (good for three years)
- Eight (8) Hour EMS Module
- Techniques test [Two (2) hours]

#### REQUIREMENTS FOR RENEWAL

- Sixteen (16) hours teaching in two year period
- Six (6) hours of instructional continuing education related to the objectives, as approved by the board

#### REINSTATEMENT PROCESS

- **# 1 Expired for no more than six (6) months, and has completed all CE by expiration date:**
  - Submits a completed application
  - Application fee of \$75
  - Provides division with documentation of successful completion of all CE
  - Certificate was in good standing at time it expired
  - Meets all qualifications for a certificate to teach
- **# 2 Expired for no more than six (6) months, and has NOT completed all CE by expiration date:**
  - Submits a completed application
  - Application fee of \$75
  - Successfully completes the techniques exam within three attempts
  - Provides division with documentation of successful completion of all CE
  - Certificate was in good standing at time it expired
  - Meets all qualifications for a certificate to teach
  - Training program previously completed must be significantly similar
- **# 3 Expired for more than six (6) months, but less than one (1) year:**
  - Submits a completed application
  - Meets all requirements in #1 or #2
  - Ten (10) hours of supervised teaching
- **Expired for more than one (1) year, but less than two years**
  - Submits a completed application
  - Meets all requirements in (# 3)
  - Completes a new eight (8) hour EMS module
- **Expired for more than two (2) years**
  - *Must complete entire program over*

# PROPOSAL FOR EMS INSTRUCTORS

## **CERTIFICATE TO TEACH AS AN ASSISTANT INSTRUCTOR (AI)**

***Can instruct in both accredited and approved sites.***

***Course instruction and course preparation must occur under the mentorship of a certified EMS instructor.***

***(Language will be added to accreditation and approved institution rules to set up process and maintain documentation)***

### **QUALIFICATIONS**

- In the preceding five (5) years, has at least three (3) years of experience as a first responder, EMT, or registered nurse or physician assistant
- Possesses a current and valid certificate to practice as a first responder or EMT or holds a current and valid Ohio license to practice as a registered nurse or a physician assistant
- Must submit a completed application
- Knowledge exam prior to eight (8) hour EMS module (good for three years)
- Practical exam prior to eight (8) hour EMS module (good for three years)
- Eight (8) Hour EMS Module
- Ten (10) hours of monitored supervised teaching in the presence of an EMS instructor, as approved by the accredited institution offering the EMS instructor training program

### **REQUIREMENTS FOR RENEWAL**

- Sixteen (16) hours teaching in two year period
- Six (6) hours of instructional continuing education related to the objectives, as approved by the board

### **REINSTATEMENT PROCESS**

- ***Expired for no more than six (6) months:***
  - Submits a completed application
  - Application fee of \$75
  - Provides division with documentation of successful completion of all CE or completes all CE before making application
  - Certificate was in good standing at time it expired
  - Meets all qualifications for a certificate to teach
- ***Expired for more than six (6) months:***
  - Must start process over

## **CERTIFICATE TO TEACH AS A CONTINUING EDUCATION INSTRUCTOR**

***Can instruct continuing education programs in approved sites and only continuing education programs at accredited sites***

### **QUALIFICATIONS**

- In the preceding five (5) years, has at least three (3) years of experience as a first responder, EMT, registered nurse or physician assistant
- Possesses a current and valid certificate to practice as a first responder or EMT or holds a current and valid Ohio license to practice as a registered nurse or a physician assistant
- Must submit a completed application
- School to obtain and maintain written qualifications for CE instructor to teach and sign off on initial application
  - Each school must maintain documentation of qualifications in the school files for each CE instructor utilized in the program (*add language rules 7-02 and 7-09*)

### **REQUIREMENTS FOR RENEWAL**

- Two (2) hours of instructional CE
- Four (4) hours of instruction

# PROPOSAL FOR EMS INSTRUCTORS

## **REINSTATEMENT PROCESS**

- **Expired for no more than two (2) years:**
  - Submits a completed application
  - Application fee of \$25
  - Provides division with documentation of successful completion of all CE or completes all CE before making application Certificate was in good standing at time it expired
  - Meets all qualifications for a certificate to teach
  - Language if previously held a CE instructor in past two years, must complete CE or wait the two year period—not eligible to apply for initial application

## **GUEST LECTURER**

- Can teach and assist in accredited program when an EMS Instructor or AI present
- Can teach and assist in approved program when a EMS Instructor, AI or CE instructor is present

## **PHYSICIAN AS AN INSTRUCTOR**

- Is an active medical director with an EMS agency, who meets the requirements set forth in rule 4765-3-05 of the Administrative Code, or
- Is recommended by the local RPAB, or
- Is recommended by the program director or program medical director of an accredited or approved training institution;
- Submits a completed application approved by the board;
- Holds a valid Ohio certificate to practice medicine and surgery or osteopathic medicine and surgery;
- No CE required for renewal

## **SPECIAL TOPIC INSTRUCTOR (STI)**

- STIs can teach in any program until expiration date of current STI certificate/ or for one (1) year (date will be placed in rule)
- No new STI certificates will be issued upon effective date of rules
- Accredited or approved programs have one year until no longer permitted to use STI's (Be consistent with STI language above)
- STIs can immediately apply for CE instructor; or
- Can become AI through process set forth herein

## **OPTIONS FOR A STI WHO HAS A CURRENT AND VALID CERTIFICATE UPON THE EFFECTIVE DATE OF RULES**

### **CURRENT STI TO ASSISTANT INSTRUCTOR UPGRADE**

- Must submit a completed application
- No knowledge test required
  - Ten (10) hours of monitored supervised teaching in the presence of an EMS instructor, as approved by the accredited institution. (School must maintain documentation)
- Practical Exam prior to eight (8) hour EMS module
- Eight (8) hour EMS module
- Will not be affected by the 3/5 year requirement

### **CURRENT STI TO CE INSTRUCTOR**

- STIs that have a current certificate upon effective date of the rule have one year (a set date) to transition.
- Must submit a completed application
- School to obtain and maintain written qualifications for CE instructor to teach and sign off on application
- Will not be affected by the 3/5 year requirement

# PROPOSAL FOR EMS INSTRUCTORS

## UPGRADE PROCESSES

### AI TO INSTRUCTOR UPGRADE

- Must submit a completed application
- Must meet all requirements for a certificate to teach
- Must have a current and valid AI certificate
- Met all requirements for AI within three (3) years
  - Instructional techniques course:
    - Fifty (50) hours instructional techniques or
    - Completion of mentorship covering all objectives of the fifty hour course supervised by a certified instructor through an accredited institution
  - Techniques test [two (2) hours]

### CE INSTRUCTOR TO AI & CE TO EMS INSTRUCTOR

- Must follow complete process and timelines set forth

### FIRE INSTRUCTOR SEEKING EMS INSTRUCTOR CERTIFICATION

- In the preceding seven (7) years, has at least five (5) years of experience as a first responder, EMT, or registered nurse or physician assistant
- Possesses a current and valid certificate to practice as a first responder or EMT or holds a current and valid Ohio license to practice as a registered nurse or a physician assistant
- Must submit a completed application
- Knowledge exam prior to eight (8) hour EMS module (good for three years)
- Practical exam prior to eight (8) EMS module (good for three years)
- Eight (8) Hour EMS Module