



Paramedic Accreditation

EMS ADMINISTRATION 203

PURPOSE

- I. The purpose of this policy is to establish procedures for issuing and maintaining Paramedic Accreditation by the Napa County EMS Agency.

POLICY

I. LOCAL ACCREDITATION REQUIREMENTS

- A. Fill out and submit the approved Napa County EMS Agency Application via the [ImageTrend License Management System Portal](#).
- B. Provide a copy of a current/valid California paramedic license.
- C. Provide a copy of a current/valid Advanced Cardiac Life Support (ACLS).
- D. Provide a copy of a current/valid Pediatric Advanced Life Support (PALS).
- E. Provide a copy of a current/valid a certification specializing in prehospital trauma care, e.g., International Trauma Life Support (ITLS), Prehospital Trauma Life Support (PHTLS), or Basic Trauma Life Support (BTLS).
- F. Provide proof of completion of ICS-100, ICS 200 and NIMS ICS-700.
- G. Pay the non-refundable local accreditation fee to Napa County EMS Agency by cashier's check, money order or credit card.
- H. Successfully complete paramedic orientation by employer which includes reviewing the annual Napa County EMS Agency provided training materials.
- I. Successfully complete and submit the pre-accreditation [Paramedic Field Orientation and Evaluation Form](#):
 - 1. Base hospital/medical control orientation.
 - 2. EMS communications/dispatch orientation.
- J. "5-Call" – Five (5) Advanced Life Support (ALS) patient contacts, with a Napa County EMS Agency approved preceptor/evaluator on the [5-Call Field Evaluation Form](#).
- K. All provider agencies shall inform EMS Agency of any personnel changes via the [ImageTrend License Management System Portal](#).

NOTE: Evaluation may not be done by sponsoring agency and must be done within Napa County.

NOTE: Napa County EMS Agency approved evaluators may extend the field evaluation process an additional five (5) patient contacts, for a total of ten (10), when deemed appropriate. Nothing in this section requires that shifts of hospital, field orientation or preceptorship be done on consecutive days.

II. LOCAL ACCREDITATION PROCESS

- A. Upon satisfactory completion of items A – G as outlined in Section I, Napa County EMS Agency will issue an Interim Local Paramedic Accreditation card, which shall be valid for not more than ninety (90) calendar days and valid for basic scope of practice.
- B. Upon proof of completion of items H – K as outlined in Section I, Napa County EMS Agency will issue a Standard Local Paramedic Accreditation card which shall be valid as long as the paramedic continuously meets all requirements set forth in this policy. Paramedic's failing to maintain the requirements specified above shall result in revocation of local accreditation. The applicant must repeat the initial accreditation requirements.

- C. Upon satisfactory completion of items A – G as outlined in Section I, Napa County EMS Agency will issue an Interim Local Paramedic Accreditation card, which shall be valid for not more than ninety (90) calendar days and valid for basic scope of practice.
- D. Upon proof of completion of items H – K as outlined in Section I, Napa County EMS Agency will issue a Standard Local Paramedic Accreditation card which shall be valid as long as the paramedic continuously meets all requirements set forth in this policy. Paramedic's failing to maintain the requirements specified above shall result in revocation of local accreditation. The applicant must repeat the initial accreditation requirements.
- E. Applicants requesting local accreditation whose employer is based "Out-of-County" must complete the field evaluation process (5- Call) as outlined above within ninety (90) calendar days of the initial date of application; any extension of this period is at the discretion of the EMS agency. Applicants exceeding this requirement may be required to complete a new application.
- F. Failure to complete the local accreditation requirements shall result in suspension or revocation of accreditation to practice as a paramedic within the Napa County EMS System.
- G. Applicants must review the annual Napa County EMS Agency provided training materials within ninety (90) days of employment.

III. MAINTAINING ACCREDITATION

- H. Maintaining accreditation as a paramedic shall be contingent upon:
 - 1. Continuously meets all requirements set forth in Section I of this policy.
 - 2. Maintaining employment with an approved ALS provider permitted to operate within the Napa County EMS System.
 - 3. Annually review the Napa County EMS Agency provided training materials. (e.g. Field Treatment Guideline updates, etc.).
 - 4. Maintenance of infrequently used skills defined in Napa County EMS Agency [Administrative Policy 204, Paramedic Skills Maintenance Standards](#). This will be verified upon Napa County EMS Agency's request.
- I. Paramedics failing to maintain the requirements specified above shall result in the individual repeating the initial accreditation requirements.
- J. Paramedic's failing to maintain the requirements specified above shall not be able to function as a paramedic within Napa County.
- K. Individuals functioning as a paramedic without current valid accreditation may be subject to criminal and civil penalties.

IV. ADDITIONAL REQUIREMENTS

- L. All personnel shall inform EMS Agency via the [ImageTrend License Management System Portal](#) of any change in their mailing address within ten (10) working days.
- V. All personnel working on EMS units will be issued an identification card and shall carry the card with them at all times.