



Virginia Beach Department of Emergency Medical Services



CASS # 103.01.01

Index #

Administration

MINIMUM TRAINING AND CERTIFICATION POLICY

PURPOSE: The purpose of this policy is to provide standardization and uniformity in the minimum training and certification requirements for all members of the City of Virginia Beach Department of Emergency Medical Services.

APPLICABILITY:

This policy is directed toward the minimum training and certification required for personnel functioning with the Department. This includes career and volunteer personnel, the Marine Rescue Team, SAR Team, SWAT Team, and any other special team affiliated with the Department.

MINIMUM REQUIREMENTS:

- I. EMT students enrolled in a Department EMT Course
 - A. Must maintain current CPR certification throughout the course.
 - B. Must complete an Initial OSHA Training class before starting field clinical time.

- II. Operators
 - A. Personnel who drive any city insured vehicle must have and maintain current National Safety Council Defensive Driving certification. This includes administrative members, all special team members and support personnel.

 - B. Emergency Vehicle Operators
 1. All personnel operating VA OEMS permitted EMS vehicles or any Department or City insured vehicle in an emergency mode must:

- i. Have and maintain current CPR certification from a Virginia EMS Office approved source.
- ii. Complete a City of Virginia Beach Initial Bloodborne Pathogens class before being issued an ID card.
- iii. Complete Bloodborne Pathogens re-training each year or as required by written administrative guidelines from the Chief of EMS.
- iv. Complete and maintain an Emergency Vehicle Operators Course Certificate specific to the vehicle type to be operated as approved by the Commonwealth of Virginia
- v. Have documentation of completion of an approved HAZMAT Awareness for the First Responder Course.
- vi. Have documentation of completion of NIMS 700 – Introduction to NIMS
- vii. Have documentation of completion of IS 100, Introduction to ICS

III. Operational Personnel:

A. All Operational Personnel must:

- 1, Have and maintain, at a minimum, Virginia Emergency Medical Technician-Basic.
2. Have and maintain current CPR certification from a Virginia EMS Office approved source.
3. Complete a City of Virginia Beach Initial Bloodborne Pathogens class before being issued an ID card.
4. Complete Bloodborne Pathogens re-training each year or as required by written administrative guidelines from the Chief of EMS.
5. Complete and maintain an Emergency Vehicle Operators Course Certificate specific to the vehicle type to be operated as approved by the Commonwealth of Virginia

6. Have documentation of completion of an approved HAZMAT Awareness for the First Responder Course.
7. Have documentation of completion of NIMS 700 – Introduction to NIMS
8. Have documentation of completion of IS 100, Introduction to ICS

B. Patient Care Personnel:

1. Attendants
No additional training required
2. Attendants-in-Charge (Ambulance, Engine, Ladder, Squad Truck)
 - a. Must have and maintain certification, at a minimum, Virginia EMT-Basic.
 - b. Must successfully complete all Department of EMS attendant-in-charge field internship requirements (ambulances and EMS squad trucks only).
3. ALS Attendants-in-Charge (intermediate and above) must have an maintain:
 - a. Certification, at a minimum, Virginia EMT-Intermediate.
 - b. The requirements for Attendant-in-Charge as above (Ambulances and EMS squad trucks only)
 - c. ACLS certification.
 - d. TEMS sanctioning
4. Attendants-in-Charge (Zone Car)
 - a. Must have and maintain certification, at a minimum, Virginia EMT-Intermediate.
 - b. Meet all requirements for an ALS Attendant-in-Charge as outlined above.

c. Must have and maintain ALS FTO status.

B. Special Operations (Rescue) Personnel

1. Marine

a. Must meet minimum annual training requirements as specified by the team captain.

b. Exempted from VA OEMS certification requirements if not providing patient care services

2. SAR

a. Complete a Virginia approved Search course

b. Must meet minimum annual training requirements as specified by the team captain.

c. Exempted from VA OEMS certification requirements if not providing patient care services

3. Lifeguard

a. Must complete a Department-approved Lifeguard Team training and re-training classes each year or as required by written administrative guidelines from the Chief of EMS.

b. Must meet minimum annual training requirements as specified by the team captain.

c. Exempted from VA OEMS certification requirements if not providing patient care services

4. SWAT Team Paramedics

a. Must have and maintain Virginia EMT-Paramedic.

b. Must meet minimum requirements of a Zone Car attendant-in-charge listed above.

c. Must meet minimum annual training requirements as specified by the team captain.

D. Medevac Personnel

1. Flight Attendant

- a. Must be at least an EMT-Enhanced with at least four (4) years EMS experience; at least two (2) years released to function under general supervision at the EMT-E level or above; at least one (1) year of field experience in the Tidewater EMS Region; at least 90 days released to function with Virginia Beach EMS.
- b. Must meet all requirements of an Ambulance attendant-in-charge.
- c. Must have and maintain ITLS certification (or approved equivalent).
- d. No disciplinary actions for the period of twelve (12) months prior to application.
- e. Meet minimum physical and weight requirements of the Aviation Program.
- f. Completion of Flight Medic training at the attendant level.
- g. Must meet minimum annual training and activity requirements as specified.
- h. Must have and maintain endorsement superiors
- i. Must have and maintain endorsement of medical director.

2. Flight Paramedic (Attendant-in-Charge)

- a. Must be an EMT-Paramedic with at least four (4) years EMS experience; at least three (3) years released to function under general supervision at the EMT-P level; at least one (1) year of field experience in the Tidewater EMS Region; at least 90 days released to function with Virginia Beach EMS.
- b. Must meet all requirements of a Zone Car attendant-in-charge.
- c. Must have and maintain current ACLS and PALS certification.

d. Must have and maintain ITLS certification (or approved equivalent).

e. No disciplinary actions for the period of twelve (12) months prior to application.

f. Meet minimum physical and weight requirements of the Aviation Program.

g. Must have and maintain certification to perform Rapid Sequence Induction (RSI) procedures as approved by the Virginia Beach Operational Medical Director.

h. Completion of Flight Medic training at the attendant-in-charge level.

i. Must meet minimum annual training and activity requirements as specified.

j. Must have and maintain endorsement superiors

k. Must have and maintain endorsement of medical director.

III. Administrative Members

A. Administrative I

1. No additional training or certifications are required for this membership classification.

B. Administrative II

1. Have documentation of completion of NIMS 700 – Introduction to NIMS

2. Have documentation of completion of IS 100, Introduction to ICS

LENGTH OF CERTIFICATIONS

Unless otherwise documented on the course certificate or card, certifications are valid for the following time frames:

CPR – 2 years
ACLS – 2 years
First Responder – 4 years
EMT – 4 years

Virginia EMT-I – 3 years
Virginia Paramedic – 3 years
Defensive Driving – 3 years
EMT-Enhanced – 3 years

DOCUMENTATION OF TRAINING AND CERTIFICATION:

- I. All personnel shall provide the EMS Administration Office with current copies of their required certifications.
- II. All personnel shall obtain a new EMS picture ID prior to the expiration date listed on their current card.

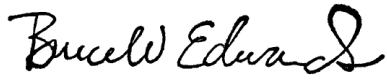
DISCIPLINARY ACTION:

- I. Personnel who fail to maintain a minimum training or certification requirement will be relieved from their duties until the deficiency is corrected.
- II. Personnel who fail to provide current certifications as required will be placed on leave status until the deficiency is corrected.
- III. Personnel who fail to maintain a current EMT picture ID will be placed on leave status until the deficiency is corrected.
- IV. Relieved personnel shall return their picture ID to EMS Administration immediately.
- V. Personnel without certification may not participate in any Department of EMS activity outside of the training environment or respond to any Department of EMS calls.
- VI. Personnel shall follow any re-entry or return to active status policies that pertain to the length of their leave.

EFFECTIVE DATE:

This policy shall become effective upon approval of the Operational Medical Director and the Chief of EMS.


APPROVED:



7/6/2008

Bruce W. Edwards
EMS Chief

Date



7/6/2008

Stewart W. Martin, MD **Date**
Operational Medical Director

LEGAL REVIEW

Signature on File

City Attorney's Office

Date

Originated

Revised