

City of Virginia Beach Department of EMS Policy

Certification and Credentialing



106.01.01

Issue Date: 07/06/2008

Revised Date: 07/30/2020

Section: Credentials

1. Purpose

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

2. Applicability

This policy applies to all members of the Department of EMS.

3. Policy Statement

It shall be the policy of the Department of Emergency Medical Services to establish minimum certification and credentialing standards for all members of the Department. All members must meet the certification and credentialing requirements identified in this policy to function accordingly within the Department.

4. Policy

4.1. General

4.1.1. All Members

- 4.1.1.1. Complete an approved CPR course (Administrative and Support Members who will never enter an emergency vehicle are exempt).
- 4.1.1.2. Complete an approved OSHA bloodborne pathogens (Administrative and Support Members who will never enter an emergency vehicle are exempt).

4.1.2. All Emergency Responders

- 4.1.2.1. Complete an approved HAZMAT Awareness Course.
- 4.1.2.2. Complete ICS 100, 200, 700, and 800.

4.2. Support Members

4.2.1. Responders and Vehicle Operators

- 4.2.1.1. Complete Support Member Orientation Course.
- 4.2.1.2. Complete appropriate requirements listed below.

4.2.2. Non-Responders

- 4.2.2.1. Complete the Support Member Orientation Course.
- 4.2.2.2. Complete position-specific orientation for assigned administrative function.

4.3. Operators

4.3.1. Non-emergency Vehicle Operators

- 4.3.1.1. National Safety Council Defensive Driving certification or completion of an approved Emergency Vehicle Operator's Course.
- 4.3.1.2. Complete other Department approved and required classes as may be deemed necessary by the Chief of EMS or designee.

4.3.2. Emergency Vehicle Operators

- 4.3.2.1. Complete all requirements listed in 4.1.1.
- 4.3.2.2. Complete an approved Emergency Vehicle Operators Course (EVOC) specific to the vehicle type to be operated.
- 4.3.2.3. Successfully complete an emergency vehicle operator internship program.

4.4. Students and Interns

4.4.1. Students

- 4.4.1.1. Enrolled in an approved formal educational program.
- 4.4.1.2. ALS Students must meet the requirements as outlined in the ALS Training and Certification Policy.

4.4.2. Interns

- 4.4.2.1. Must meet requirements to serve as a Patient Care Provider as outlined in section V.A below.
- 4.4.2.2. BLS Interns must be enrolled in the BLS internship program and comply with associated requirements and policies.
- 4.4.2.3. ALS Interns must be enrolled in the ALS internship program and comply with associated requirements and policies.

4.5. Patient Care Providers

4.5.1. All Patient Care Providers

- 4.5.1.1. Have and maintain, at a minimum, Virginia Emergency Medical Technician certification.

- 4.5.1.2. Complete other Department approved and required classes as may be deemed necessary by the EMS Chief or designee and the Operational Medical Director.
- 4.5.2. Attendant (EMS vehicle)
 - 4.5.2.1. Certified to function as an EMT or above as part of a crew under the supervision of an Attendant-in-Charge.
 - 4.5.2.2. Complete continuing education requirements established by the EMS Chief or designee.
- 4.5.3. Attendant-in-Charge (BLS transport vehicle)
 - 4.5.3.1. Must successfully complete all Department of EMS BLS attendant-in-charge field internship requirements.
 - 4.5.3.2. Sanctioned to function by the Operational Medical Director and EMS Chief.
- 4.5.4. Attendant-in-Charge (ALS transport vehicle)
 - 4.5.4.1. Must successfully complete all Department of EMS BLS attendant-in-charge field internship requirements.
 - 4.5.4.2. Must successfully complete ALS internship program, as applicable, and comply with associated requirements and policies.
 - 4.5.4.3. Certification at the Advanced EMT, Intermediate or Paramedic level
 - 4.5.4.4. TEMS ALS sanctioning at the certified level.
 - 4.5.4.5. ACLS certification (not applicable for Advanced EMTs).
 - 4.5.4.6. Released to function under General Supervision status at the ALS level.
 - 4.5.4.7. Sanctioned to function as an attendant-in-charge by the Operational Medical Director and EMS Chief.
- 4.5.5. Advanced Life Support Field Training Officer (ALS FTO)
 - 4.5.5.1. Complete TEMS ALS FTO course.
 - 4.5.5.2. Maintain current ACLS/PALS certification.
 - 4.5.5.3. Complete additional course work or orientation as required by the EMS Chief and the Operational Medical Director.
 - 4.5.5.4. Recommended for ALS FTO by the member's chain-of-command including the CQM officer.
 - 4.5.5.5. Sanctioned to function as an ALS FTO by the Operational Medical Director and EMS Chief.
- 4.5.6. RSI Paramedic
 - 4.5.6.1. ALS FTO sanctioned.
 - 4.5.6.2. PHTLS (Prehospital Trauma Life Support) Provider certification.
 - 4.5.6.3. Complete VBEMS Difficult Airway course.
 - 4.5.6.4. Complete VBEMS RSI course.

- 4.5.6.5. Complete additional course work or orientation as required by the EMS Chief and the Operational Medical Director to include annual refresher.
 - 4.5.6.6. Recommended for RSI Paramedic by the member's chain-of-command including the CQM officer.
 - 4.5.6.7. Sanctioned to function as an RSI Paramedic by the Operational Medical Director and EMS Chief.
- 4.5.7. Zone Medic Vehicle (effective January 1, 2021)
- 4.5.7.1. Paramedic released to function under general supervision for at least one (1) year (must have been released to function as a Paramedic with Virginia Beach EMS for the most recent six (6) months).
 - 4.5.7.2. Released to function as an RSI Paramedic and current on refresher/qualification standards.
 - 4.5.7.3. Complete zone car operator orientation and cone course.
 - 4.5.7.4. Additional course work or orientation as required by the EMS Chief and the Operational Medical Director.
 - 4.5.7.5. Recommended for advanced service by the member's chain-of-command, including the CQM Officer (no significant patient care issues within the previous twelve (12) months as verified by the CQM officer).
 - 4.5.7.6. Approved by the EMS Chief or designee.
- 4.5.8. Attendant-in-Charge (supervisor non-transport vehicle)
- 4.5.8.1. Meets requirements to serve as a supervisor on the specific apparatus.
 - 4.5.8.2. Complete continuing education requirements established by the EMS Chief.
- 4.6. Special Operations Personnel
- 4.6.1. Marine Rescue Personnel
- 4.6.1.1. Certified to function for the designated position(s) within the team (i.e. boat coxswain) in accordance with Marine Rescue Team Operating Guide and/or Sandbridge Lifeguard Operations Guide.
 - 4.6.1.2. Divers must be certified as physically fit for duty by the City of Virginia Beach Occupational Health Office on an annual basis.
 - 4.6.1.3. Must meet minimum annual training requirements as specified by the team captain and EMS Chief.
- 4.6.2. Marine Medics
- 4.6.2.1. Paramedic released to function under general supervision for at least one (1) year (must have been released to function as a Paramedic with Virginia Beach EMS for the most recent six (6) months).

- 4.6.2.2. Must meet minimum requirements of an ALS Transport Vehicle Attendant-in-Charge.
 - 4.6.2.3. RSI Paramedic completion within one (1) year of joining team.
 - 4.6.2.4. Must pass annual swim test.
 - 4.6.2.5. Must meet minimum annual training requirements as specified by the Team Captain and EMS Chief.
- 4.6.3. Search and Rescue Team
- 4.6.3.1. Complete an approved Virginia Search Course.
 - 4.6.3.2. Certified to function for the designated position(s) within the team in accordance with team operating guidelines.
 - 4.6.3.3. Must meet minimum annual training requirements as specified by the Team Captain and EMS Chief.
- 4.6.4. Tactical Medics
- 4.6.4.1. Virginia Paramedic.
 - 4.6.4.2. Must meet minimum requirements of an ALS Transport Vehicle Attendant-in-Charge.
 - 4.6.4.3. Must be certified as physically fit for duty by the City of Virginia Beach Occupational Health Office on an annual basis.
 - 4.6.4.4. RSI Paramedic completion within one (1) year of joining team.
 - 4.6.4.5. Must meet minimum annual training requirements as specified by the Team Captain and EMS Chief.
- 4.6.5. Volunteer Field Supervisor Team
- 4.6.5.1. Certified Advanced EMT or above.
 - 4.6.5.2. Maintains all requirements of an ALS Transport Vehicle Attendant-in-Charge.
 - 4.6.5.3. Completion of team orientation and training.
 - 4.6.5.4. Must meet minimum annual training requirements as specified by the team captain and EMS Chief.
- 4.7. Supervision Levels
- 4.7.1. Personnel without certification or not in an approved training status may not act as emergency responders.
 - 4.7.2. There shall be three levels of designations used by the Department to provide medical supervision to all patient care providers:
 - 4.7.2.1. **Strict** - Performance of pre-hospital care permitted by general protocol, which is strictly monitored by and only in the presence of a designated supervisor (preceptor) for a specified period of evaluation.
 - 4.7.2.2. **Close** - Performance of pre-hospital care permitted by general protocol that is closely monitored by designated preceptors for the purpose of evaluating and documenting providers' performance.

- 4.7.2.3. **General** - Performance of pre-hospital care permitted by general protocol, which is routinely reviewed by a supervisor and the individual's peers.
- 4.8. Documentation of Training and Certification
 - 4.8.1. All personnel shall provide the EMS Administration Office with up-to-date copies of their required certifications.
 - 4.8.2. All personnel shall obtain a new EMS picture ID prior to the expiration date listed on their current card.
- 4.9. Inactive Status
 - 4.9.1. Providers that do not stand the minimum required duties may be considered inactive and ineligible to stand duty or act under the City's medical control umbrella. Refer to the EMS Duty Policy and Return to Duty Policy for further guidance.
 - 4.9.2. While inactive, members may not provide patient care or stand duties. Insurance coverage is suspended while a member is inactive.
 - 4.9.3. Inactive members are encouraged to participate in training programs and rescue squad administrative activities as feasible. Members on a limited duty status may only engage within the limitations set forth by his/her physician and Occupational Health.
- 4.10. Compliance
 - 4.10.1. Personnel who fail to maintain a minimum training or certification requirement will be placed on inactive status until the deficiency is corrected.
 - 4.10.2. Personnel who fail to provide documentation of current certification will be placed on inactive status until the deficiency is corrected.
 - 4.10.3. Personnel who fail to maintain a current Department identification (ID) card will be placed on inactive status until the deficiency is corrected.
 - 4.10.4. Relieved personnel shall return their ID to EMS Administration immediately.
 - 4.10.5. Failure to comply with the requirements above may result in administrative termination from the Department.

5. References and Related Policies/Procedures/Guidelines

Referenced VBEMS policies:

Return to Duty Policy, EMS Duty Policy, System of Identification Policy, Medical Leave Policy for Volunteer Members, ALS Training and Certification Policy, Ambulance Attendant-In-Charge Training Policy

Referenced COVB policies: N/A

Referenced VBEMS Procedures/SOG's:

ALS Intern, BLS Intern, ALS Transport Vehicle Attendant-in-Charge, BLS Transport Vehicle Attendant-in-Charge, Volunteer Field Supervisor, Marine Medic, Tactical Medic, Marine Rescue Personnel, Search and Rescue Team,

This policy shall become effective upon the approval of the Chief of
Emergency Medical Services.



07/30/20

EMS Chief

Date Signed

Policy Change Log		
Created:	07/06/08	Created on this date
Revised:	02/27/17	Previous edits
Revised:	07/30/20	Added ALS FTO, RSI Paramedic and Zone Medic Vehicle credentials to Patient Care Provider section. Placed in new policy format.