

**Maine EMS Examination Committee Meeting
Tuesday, April 20, 2004
Maine EMS Conference Room, Augusta**

Minutes

Present: J. Vaniotis – Chair, T. Coleman, J. LeBrun, B. Hawkes G. Utgard, T. Norsworthy (via Videoconference)

Absent: R. Doughty,, D. Gilman, K. Roderick

Staff: D. White

D. White reported that D. Gilman notified him prior to the meeting that he would not be attending.

1. Call To Order - The meeting was called to order at 9:40 a.m.

A. Assign Timekeeper – G. Utgard

B. Additions/Deletions to the Agenda

2. Minutes – March 16, 2004, meeting minutes - review for acceptance

The minutes of the March 16, 2004, meeting were reviewed

Motion: To accept the minutes of the March 16, 2004, meeting. (LeBrun; Utgard - motion carries).

Staff:

D. White informed the committee of the resignation of Seth Guthartz as the MEMS Emergency Preparedness Coordinator. The position will be posted.

D. White reported that the Examiner Instructions for the “Bleeding Station” have been changed to address the issues brought forth about conflicts between the 1994 National Standard Curriculum (NSC) for EMT-Basic and the Maine EMS bleeding station.

J. LeBrun voiced a concern about an EMT-B written exam, requiring hand-scoring that has been sitting at NREMT since March. D. White asked that she provide the name and social security number of the candidate and that he would follow-up.

It was suggested that MEMS establish a complaint log to track these types of issues.

3. Old Business

A. Bob Hawkes NREMT Test Writing Experience

Hawkes reported on his positive experience as a test writer/reviewer for NREMT EMT-Basic exam questions. Hawkes traveled to Columbus, Ohio in March and was part of a review team comprised of paramedics, RNs and physicians.

Hawkes described the process that included each member of the team submitting questions that were then reviewed and accepted, modified or rejected.

The team reviewed questions for such things as regional bias and to ensure that questions are based upon the National Standard Curriculum for EMT-B. Hawkes stated that out of 350 questions reviewed, 200-225 were accepted to be forwarded to yet another review panel before becoming part of the test question pool.

B. Paramedic Exam

The committee reviewed the latest draft of the questions to be sent to exam vendors about each entities organization and experience with EMT-Paramedic exams. No changes were made.

D. White reported that he is awaiting information from the Bureau of Purchases as to the procedure for releasing a Request For Information (RFI) to vendors. Once the process is identified, the questions will be incorporated into an RFI.

C. Student Handbook

No change in status.

D. EMT-B Practical – Data Gathering

Discussion began with review of the form to be used for gathering data for MEMS practical exams. Committee members agreed on the process for compiling data including identification of those rosters where First Responder and EMT-B candidates were indistinguishable and those rosters where a candidate failed a station and elected to not complete the exam on that date.

The committee then compiled data from almost 100 Maine EMS practical exam rosters in order to ascertain pass/fail/retest rates.

D. White will compile the raw data and forward it to committee members.

It is the committee's intent to use the information obtained in the review as part of an overall review of the necessity of the EMT-B state practical exam.

4. New Business

5. Next Meeting

A. Set Agenda - Next agenda to include:

- 1. Practical Exam Data**
- 2. Paramedic Exam**

B. Set Date and Time - The next meeting is scheduled for May 18, 2004.

6. Adjournment - The meeting was adjourned at 12:30 p.m.

Respectfully submitted,

Drexell White