

Maine EMS Exam Committee Meeting

Tuesday, June 23, 2009

De Champlain Conference Room, Augusta

Minutes

Present: Jeff Regis, Joanne LeBrun, Kelly Roderick, Leah Mitchell, Sally Taylor

Absent: Rick Doughty, Bob Hawkes, Gary Utgard

Guest: Brian Ouimette

Staff: Drexell White, Jan Brinkman

1. Call to Order

The meeting was called to order at 9:36 a.m. Brian Ouimette, a Southern Maine Community College Paramedic student was introduced to the committee members.

Drexell announced that Gary Utgard has been appointed Exam Committee chair by Maine EMS Board Chair Wayne Werts. Drexell also reported that Gary would be unable to attend today's meeting due to a family commitment. Bob Hawkes also sent his regrets as he has a work related conflict.

A. Assign Timekeeper – Sally Taylor

B. Additions/Deletions to the Agenda –

a. **First Responder Tourniquet Use**

b. **May 13, 2009 IPE Group Meeting**

2. Minutes – April 28, 2009 meeting minutes - review for acceptance

The minutes of the April 28, 2009 meeting were reviewed.

Motion: To accept the minutes of the April 28, 2009, meeting (Roderick; second by Taylor - motion carries)

3. Old Business

A. Exam Administration Manual (EAM) Update

Drexell reported that he has received Gary's changes to the EAM and will incorporate the changes into a draft document to be distributed to committee members prior to the September meeting.

B. State Evaluator Compensation – No action since last meeting.

C. EMT-Intermediate Skill Sheet Instructions

Committee members reviewed the EMT-Intermediate Skill Sheet Instructions and provided feedback and change recommendations. Changes included:

1. Include a "Yes" box on the final page of the airway station;
2. Add "conductive gel, if applicable" to Cardiac Station equipment list and instructions;
3. Add verbalization of intravenous therapy and cardiac monitoring to the medical and trauma assessment stations as critical skills;

Motion: To add intravenous therapy and cardiac monitoring as critical verbalized skills in the EMT-I Medical and Trauma skill sheets

4. Fix typo on Cardiac 2.G
5. Remove Esophageal Detector Device (EDD) from Airway station.
6. Review and revise as needed – skill instructions markup from Jeff Regis.

D. Maine EMS Rules Changes – Update

The Maine EMS Board approved – with the exception of Chapter 15 – the proposed EMS rules changes with an effective date of October 1, 2009 for all applicable chapters except Chapter 17 – EMS Equipment and regional radio frequencies, which carries an effective date of January 1, 2010.

Rules changes will be available on the Maine EMS website once final versions have been approved.

4. To Do List – To be updated based upon the meeting

5. New Business

A. Maine EMS Practical Skills Requirements – Review Draft

Committee members reviewed the June 8, 2009 draft of the *Maine EMS Practical Skills Evaluation Requirements for First Responder, EMT-Basic, EMT-Intermediate and EMT-Paramedic*. The document outlines Maine EMS testing standards, especially in relation to the new Training Center (TC) model for Maine EMS education and training. Committee comments included:

1. In regard to Practical skills Evaluations (PSEs) being “conducted” by a Maine EMS State Evaluator – clarify what the word “conducted” means as it relates to the State Evaluators responsibilities at a PSE. To some conducted implied that the State Evaluator is responsible for the logistics of setting up the PSE, obtaining equipment and testers and providing all materials needed for the PSE. Staff indicated that “conducted” as used in II.2 means that the State Evaluator is in charge of a PSE that has been scheduled by the TC, with the TC responsible for obtaining the site, equipment, personnel and paperwork
2. In regards to State Evaluators:
 - a. Ensure a mechanism for Instructor Coordinators (ICs) and TCs to provide feedback to Maine EMS on State Evaluator performance;
 - b. Clarify the relationship between Maine EMS and State Evaluators and between State Evaluators and TCs. It was unclear to committee members whether State Evaluators are agents of Maine EMS, employees or independent contractors;
 - c. Concerns were raised that by having a direct relationship between a TC and State Evaluator that TCs may establish an ongoing relationship with a State Evaluator because the State Evaluator is perceived as being biased towards ensuring favorable testing outcomes for the TC’s students.
 - d. Concerns were raised as to whether it was appropriate to have the State Evaluator paid directly by the TC vs. Maine EMS (as now is the case.)

- e. There was discussion about TCs doing direct scheduling with State Evaluators vs. scheduling through Maine EMS.
- f. There was discussion about the criteria for choosing State Evaluators and whether the criteria needs to be codified. Staff indicated that the initial cadre of State Evaluators were chosen for their knowledge of the testing process, honesty, integrity and past performance as EMS system participants.

Some members think that standardized criteria, process and approach are needed for selecting state evaluators.

- g. There was a question about to whom state evaluators are accountable and that the accountability needs to be identified and documented.
 - h. There was a suggestion for ongoing State Evaluator education and training to help ensure consistent statewide testing.
 - i. There was concern about the “licensable” requirement for State Evaluators (e.g., what would happen to test validity if it were discovered that the State Evaluator was not licensable due to expiration of training). Currently there are active State Evaluators that are not licensable, but have a proven record of practical test administration. Drexell White suggested that the current State Evaluators be “grandfathered”, but that going forward, new State Evaluators must meet licensability standards.
3. Initially, there were concerns about testing opportunities for Intermediate candidates since EMT-I cognitive exams would be conducted by a State Evaluator. The concerns about testing opportunities stemmed from regional offices no longer administering Intermediate written tests under the proposed revision and how to handle the one or two candidates that need cognitive testing at the EMT-I level vs. a full class.

Suggestions included re-establishment of Maine EMS testing opportunities at the Maine EMS office for initial tests and re-tests at the EMT-I level.

Committee members questioned the next steps in regard to the testing document. Drexell White indicated that the committee had been requested to make comments on the document and that the documents and comments from Education, Exam would be forwarded to the Ops Team and ultimately to the Board.

B. First Responder Tourniquet Use

Committee members questioned whether tourniquet use has been included at the First Responder level? Staff will seek clarification from the State Medical Director on tourniquets and use of topical blood clotting agent use.

C. May 13, 2009 IPE Group Meeting

Due to scheduling conflicts the IPE Group Meeting was not held. The Practical Skills Evaluation document (referenced in 5.A above) was developed by Maine EMS staff.

6. Next Meeting

The next meeting of the Exam committee is scheduled for Tuesday September 22, 2009 at 9:30 a.m. at Maine EMS

7. Adjournment – The meeting was adjourned at 12:35 p.m.

Respectfully submitted,

Drexell White