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## SERVICE PROVIDER REQUIREMENTS & RESPONSIBILITIES FOR EMERGENCY MEDICAL TECHNICIAN (EMT) OPTIONAL SCOPE

### PURPOSE

To establish the requirements and responsibilities of a Yolo County Emergency Medical Services Agency (YEMSA) approved EMT Optional Scope Service Provider Agency. The EMT Optional Scope skills available in YEMSA are:

- I. Supraglottic Airway

### AUTHORITY

Health & Safety Code, Division 2.5, Chapter 2, §§ 1797.80, 1797.90  
Health & Safety Code, Division 2.5, Chapter 3, Article 5, §§ 1797.170, 1797.177  
Health & Safety Code, Division 2.5, Chapter 4, Article 1, § 1797.220  
Health & Safety Code, Division 2.5, Chapter 5, § 1798.2  
Health & Safety Code, Division 2.5, Chapter 6, Article 1, § 1798.104  
California Code of Regulations, Title 22, Division 9, Chapter 2, Article 2, § 100064

### POLICY

Any Service Provider wishing to utilize any of the EMT Optional Scope skills for EMT employees shall be approved as an EMT Optional Scope Service Provider Agency by YEMSA.

An EMT Optional Scope Service Provider shall meet all requirements set forth by State law, regulations and YEMSA policy.

- I. EMT Optional Scope Program Training Requirements & Responsibilities:
  - A. **Only** individuals working for a YEMSA approved EMT Optional Scope Service Provider Agency shall be eligible for EMT Optional Scope skills training or accreditation.
  - B. EMT Optional Scope Service Provider Agencies shall:
    1. Utilize the EMT Optional Scope Training Program approved or provided by YEMSA, including the final written and skills examinations.
    2. Provide for initial training in the EMT Optional Scope skill. All minimum time requirements do not include testing. The required training is as follows:
      - a. Supraglottic Airway - a minimum of five (5) hours.
    3. Provide all training equipment necessary to ensure a sound EMT Optional Scope Training Program (i.e., manikins, audiovisual aids, training auto-injectors, etc.).
    4. Utilize only Instructors qualified by education or experience to teach the required curriculum. The Instructor shall be a Physician, Registered Nurse



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- (RN), Physician's Assistant (PA), Paramedic or Advanced EMT, licensed or certified in California or a Physician licensed in another state.
5. An EMT accredited in the Optional Scope skill may assist in demonstration of competency and training of that skill.
  6. Inform YEMSA of all course dates, times and locations.
  7. Abide by the accreditation process as outlined in YEMSA Policy "EMT Optional Scope Personnel: Requirements for Accreditation".
  8. Provide for the EMT Optional Scope personnel training and skill maintenance requirements, on an ongoing basis. Each individual accredited in EMT Optional Scope skill shall demonstrate Optional Scope skill competency every six (6) months after initial accreditation.
  9. Note: If the organized training session(s) are provided by an EMT Optional Scope Service Provider Agency that is not an approved Continuous Education (CE) Provider. The EMT Optional Scope Service Provider Agency shall be responsible for maintaining the following documentation associated with the training:
    - a. Session title.
    - b. Session objectives.
    - c. Session outline.
    - d. Attendance roster that includes; topic/title, date, time and instructor signature.
- C. Instructor qualifications: Instructors shall be a Physician, RN, PA, Paramedic or Advanced EMT, licensed or certified in California or a Physician licensed in another state immediately adjacent California. An EMT accredited in the Optional Scope skill may assist in demonstration of competency and training of that skill.
- II. Records/Data Collection:
- A. A YEMSA approved Patient Care Report (PCR) shall be completed for each patient on whom the Optional Scope skill is utilized. EMT Optional Scope personnel shall be responsible for providing clear, concise, complete and accurate documentation on the PCR.
  - B. The EMT Optional Scope Service Provider Agency shall develop procedures for collection, disposition, and retention of all pertinent medical records in accordance with YEMSA Policy "Patient Care Report (PCR)".
  - C. All relevant records for EMT Optional Scope Program monitoring and evaluation shall be available for review by YEMSA.
- III. EMT Optional Scope Continuous Quality Improvement (CQI) Program Requirements:
- A. EMT Optional Scope Service Provider Agency shall have sufficient staff to assure:
    1. Timely and competent review of all EMT Optional Scope managed cases.
    2. Accurate documentation of required data.
    3. Compliance to YEMSA treatment protocols.
    4. Analysis of system performance.
    5. Compliance to YEMSA CQI requirements, as outlined in YEMSA Policy "Continuous Quality Improvement, EMT Optional Scope CQI Requirements".



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- IV. Other Program Requirements:
  - A. The EMT Optional Scope Service Provider Agency shall notify YEMSA, in writing, of the following:
    - 1. Names of individuals who have failed to maintain accreditation requirements.
    - 2. Names of accredited individuals no longer affiliated with the EMT Optional Scope Service Provider Agency.
    - 3. Change in Program Instructor designation. All new Instructors shall meet/complete all Program Instructor requirements prior to providing course instruction.