

Professional Development Committee
The Place at Innsbrook, Richmond, Virginia
July 12, 2006
10:30 a.m.

Members Present:	Members Absent:	Staff:	Others:
James R. Dudley, MD, MBA Kathy Eubank Billy Altman Linda Johnson Nick Klimenko Jeff Reynolds Holly Frost Dave Cullen Randy Abernathy	Donna Helmick	Gary Brown Scott Winston Michael Berg Warren Short Tom Nevetral Greg Neiman	Ray George Bobby Baker Marcia Pescitani Deborah T. Akers Jenni-Meade Cochran Matt Dix Heidi Hooker Helen Nelson Diane Hutchinson John Cooke

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
I. Welcome	The meeting began at 10:30am	
II. Introductions	The Committee Members and Gallery introduced themselves	
III. Approval of Minutes from April 12, 2006	(ATTACHMENT A)	Motion by: Billy Altman To accept the minutes as presented. Seconded: Dave Cullen VOTE: Unanimous MOTION PASSES
IV. Committee Membership	Warren reported that the VAVRS had reappointed Kathy Eubank to represent their organization on the Professional Development Committee	

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V. Reports of Committee Members		
	a. Officer Reports: None	
	b. Reports of Committee Members: None	
	c. Office of EMS Reports i. DED 1. Staff a./b. Warren Short reported that the Office is still in the process of hiring the Certification Test Coordinator and Training Fund Assistant positions. 2. The Training Program Administrative Manual has been converted into the Regulation Format and has been forwarded to Michael Berg to be added to the next set of Regulations 3. The Office regrets to announce that Chad Blosser has submitted his resignation. He is moving to Department of General Services working with Training on the eVA system. He took the concepts of ALS Training Funds to the next level and implemented them; along with helping to create the Virginia accreditation process. We will miss him in the Office. Site visits will continue and any self-studies that are submitted will continue to be processed. How quickly Chad's replacement will be on board will depend on how the request moves through HR and how many applicants the Office receives.	
	ii. ALS Training Specialist-Tom Nevetral 1. NREMT Computer Based Testing (CBT) There has been no response from the Registry regarding the request of TCC as to whether they would be a Pearson Vue Test Site for NREMT CBT. Warren will be attending a NREMT Roll-out July 31 through August 1 st in Atlanta in which the CD on CBT will be presented. When he returns the Office should have more answers about the process.	
	iii. BLS Training Specialist 1. EMS Instructor Update is scheduled for Saturday, July 15 th in the BREMS Council in Lynchburg. The May Update was in the Southwest Council, and the June Update was held in conjunction with the VAVRS Rescue College in Blacksburg for the WVEMS Council. 2. The EMS Instructor Institute was held also in conjunction with Rescue College in Blacksburg, June 10-14 th . Twenty (20) Candidates attended, 19 received Full Instructor Certification, 1 received Conditional Instructor Certification. Their names and Regional Council will be posted on the OEMS website. The Office will keep track of their performance going forward.. The current deadline for Candidate to qualify for the next Instructor Institute is July 15 th , 2006. The Instructor Practical will be held August 19 th in the REMS Council. 60+ providers are currently eligible to attend.	

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	<p>The next EMT Instructor Institute is Scheduled for October 14th-18th in the Loudoun County Area.</p> <p>Randy Abernathy asked what a Conditional Instructor Certification meant. Mr. Neiman stated that they were required to teach 50 hours under a current EMT Instructor and be evaluated by that Instructor and the Students. The successful Conditional Instructor would then be granted Full Instructor Status.</p> <p>Mr. Abernathy asked if there had ever been given any consideration into requiring all new Instructors to co-teach. Mr. Short responded that it was considered and encouraged but some new instructors went back to areas that didn't have any instructors and that it was difficult to implement across the board.</p> <p>Linda Johnson asked if we could track outcomes on these new instructors over the next two years to see if we recognize any trends and may gain information which can be put into the Institute. Mr. Neiman stated that was something the Instructor Credentialing Committee would look at also.</p> <p>Dr. Dudley stated that the Committee would like to see data on the most recent EMT Instructors as they move forward. Mr. Neiman replied that he would track it and bring it back to the Committee.</p> <p>Mr. Abernathy asked if we had mechanisms in place to report back from those classes to the Office. Mr. Short replied that in the past it was included in Contracts and the Councils have gone out unannounced to sit in on classes, but the Office has never received a bad report. Michael Berg reported that some complaints have been received but there are no regulations that could be enforced based on the specific complaints, i.e. not using PowerPoint.</p> <p>There was discussion about the Instructor Credentialing Committee and setting the goals of all of the ad-hoc sub committee. The OEMS will write up the Charge for each sub-committee, with approval of the PDC it will be sent from the Chairman, Dr. Dudley, to each Chair. Dave Cullen requested that the PDC receives draft minutes/progress reports regularly from the committee.</p> <p>Mr. Abernathy brought up the Institutes of Medicine (IOM) Report on EMS. Dr. Dudley felt it was important that each committee member download and read the report. Mr. Short stated the Office would look into supplying copies to the committee. The report can be read online at www.iom.edu. (http://www.iom.edu/CMS/3809/16107/35010.aspx)</p>	

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	<p>3. BLS AED Mr. Neiman distributed a copy of a memo (ATTACHMENT B) that went out to all EMT Instructors in the State regarding the changes that would be implemented in the BLS (AED) Practical Station. Students must respond to the voice prompts as presented by the AED. These changes were implemented to allow for students trained under either Guidelines to test without penalty and reflects what a provider will face in the real world until all AED's are upgraded to the 2005 Guidelines.</p> <p>There was discussion about whether the Office considered stopping the testing of the AED Station until everyone has the new AED's and has been trained to the new Guidelines. It was felt that once it was stopped it would never be tested again. The statements attributed to the AHA came from the AHA website in their Frequently Asked Question Section. It was felt that the Office needed to send another memo making it clear that students should specifically follow the voice prompts of the AED and a statement that is read to the students before they go test. Also, the use of this station will be reviewed by the Practical Testing Committee.</p> <p>4. Course Student Disposition Report (CSDR) (ATTACHMENT C) Mr. Neiman reported that for the last two-years, at EMS Instructor Updates, EMT-B Instructors have been advised that the use of the CSDR would become mandatory July 1, 2006. As the deadline approached, Instructors reported not receiving this information. As a result the deadline was moved to August 1, 2006 to allow everyone to receive word of mandatory implementation. Use of the CSDR has been mandatory for ALS Programs for the last 3 years, this change affects BLS programs. The Letter of Test Eligibility will be required at all State and National Registry Test Sites after August 1, 2006. A change to the CSDR Webpage now allows Instructors to mark their students as passed and print the Test Eligibility Letter right from the web. A self-running PowerPoint Program has been distributed on CD to all EMT-Instructors and ALS Coordinators explaining the process on how to use the CSDR and print the letters. In addition, access to the CSDR has been allowed as soon as your course enrollment is processed so instructors can mark students as withdrawn or failed as they leave the course. The ability to mark students as passed will not be available until 2 weeks before the Course's published end date. Once a student is passed, a letter will be generated from the Office. If the test site is scheduled before the letters will arrive in the mail from the Office, the Instructor can go ahead and print the letter immediately and submit it according to the Consolidated Test Site Requirements. The Test Eligibility only replaces the requirement that the Instructor Sign the back of the BLUE Test Application and bubble in the Course Number, not any of the other documentation.</p>	

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	<p>A Test Eligibility Letter which is generated by completion of the CSDR online will be required for ALL candidates at both state and National Registry Test Sites after August 1, 2006.</p> <p>National Registry Test Site Coordinators should know that any out of state candidates need to contact Tom Nevetral to receive their eligibility letter and to bring all previous test reports from the National Registry.</p> <p>The only letters instructors need to worry about are the Initial Letters, all other letters will be generated automatically and sent to the student by the Office or NREMT.</p>	
	<p>iv. Funding and Accreditation</p> <ol style="list-style-type: none"> 1. The Office is continuing the ALSTF process as Chad leaves. The 2007 Applications are on the web. All programs must use the 2007 Contracts, if a 2006 contract is received it will be returned. 2. The contracts have been consolidated and include EMT's in the basic auxiliary programs such as PHTLS-Basic or ITLS-Basic. Must be announced as a Basic course, cannot announce an ALS course and include EMT-Basics and receive funding. 3. Accreditation Update-3 site visits have been completed in the last month; Rappahannock Community College, Norfolk, and Southside Virginia Rescue Squad, South Hill received Conditional Accreditation, 1st Volunteer Rescue Squad to go through the process. Patrick Henry Community College site visit is scheduled for the week of July 17, 2006. <p>Discussion: Questions were raised concerning whether the process of Accreditation is being looked at and whether there was a committee to look at that issue. Also a question was raised regarding the status of other programs and Mr. Short advised the process is continuing. Virginia is so far ahead of the rest of the country in regards to accreditation and education standards as addressed in the IOM report Accreditations update. The committee would like to thank Chad Blosser for his work on the accreditation process and requested the Chairman send a letter on behalf of the PDC acknowledging his work.</p>	
	BREAK FOR LUNCH at 11:45pm	
	PDC Committee Reconvened at 12:12pm	
	<p>v. Regulation and Compliance-Michael Berg</p> <ol style="list-style-type: none"> 1. There was no change in money coming to the Office as a result of the State Budget although \$1.4 million that usually comes off the top of the money allocated to the Office and goes to the State Police is now coming out of RSAF Funds. 	

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	<p>2. New Positions in the Office that are being advertised: HMERT Coordinator Admin 3 Administrative Support for Trauma Registry/Emergency Ops Accountant Position Emergency Planner</p> <p>3. Regulations: Regulation and Policy Committee timeline. As a courtesy, Mr. Berg would like to have a DRAFT of the next version of the Regulations in the hands of the EMS Advisory Board before the November Meeting for their approval. A sub-group is working on crafting new regulations to address legislation that passed and became effective July 1, 2006; Need to write regulations to address the law which allows providers affiliated with an agency, and with agency and OMD approval, to carry Oxygen in their personal vehicles.</p> <p>Will draft an informational memo to go to all Regional Councils and Agencies informing them that effective immediately Nurse Practitioners (NP) and Physician Assistants (PA) can sign as Practitioners on the Call Reports. Will meet with Board of Pharmacy to ensure both sets of regulations reflect this change.</p> <p>Board of Pharmacy agreed that if EMS providers are working under agency or Regional Council protocols when they administer medications or treatments, they can merely check the box next to “STANDING ORDERS” and will not need to obtain a signature <i>unless</i> the provider has called and received Orders from On-Line Medical Control. Must write regulations to address this change, not in effect now.</p> <p>MEDEVAC regulations are still in the AG’s Office. Training’s DRAFT Regulations have been received. Regional Council Regulation have been signed by the Executive Branch. Must now go through 60 day review process. If no comments are received, then they will go back to Board of Health for final approval. OMD regulations are still being worked on. Once the DRAFT of all of the regulations has been approved by the committee they will be printed and go to the Advisory Board. After that they will go through the 18 month Notice Of Intended Regulatory Action (NOIRA) process</p>	
VI. Ad-hoc Committee Reports	<p>a. Update from SVCC Pilot Program Mr. Neiman read a report from Ricky Lyles. “Had 12 students enrolled, 1 was already certified as an EMT, of the remaining 11, 7 chose to test for certification. They will test on July 20th, 2006.” He did not report any technical problems stating, “the Video Broadcast worked fine and had assistants help with all of the practicals and I hope the PDC would allow the process to continue.”</p>	

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	<p>b. ALS Training Funds Advisory Committee-No Report (Committee meets PRN)</p> <p>c. Intermediate Curriculum Review Intermediate group met May 11, 2006 after sub-committee of National Scope of Practice Impact and had concerns they would like to go to Medical Direction Committee (MDC). Have not had a second meeting waiting to coincide with the next National Scope of Practice Impact committee meeting. Concerns center on the competencies that have been in effect for a while and the committee feels we may need to make some changes.</p> <p>d. BLS Curriculum Review e. EMS Instructor Credentialing f. BLS Certification Testing g. BLS Certification Evaluators</p> <p>Mr. Neiman handed out a list of the committee members. The committees will begin meeting soon. (ATTACHMENT D)</p> <p>There was a question regarding whether the Ad-hoc committees would follow the Scope of Practice as they move forward. It was felt that MDC and Dr. Gilbert’s Committee would write a paper addressing the future levels in Virginia and how it will utilize the Scope of Practice in the state.</p>	
VII. Unfinished Business	None	
VIII. New Business	<p>a. Transport Decision for 2005 Guidelines Mr. Neiman reported a number of inquiries regarding when EMT-Basics should initiate transport under the 2005 AHA Guidelines. The AHA does not address this issue. While this may fall to local protocol, the PDC should make a recommendation about when to initiate transport while performing the 2005 Guidelines.</p>	<p>Motion by: Nick Klimenko: That the PDC recommends that an EMT-Basic, using a 2005 AHA Guidelines compliant AED, initiate transport as soon as feasible after three (3) analyses by the AED, regardless of whether they receive a “Shock Indicated” or “No Shock Advised” message.</p> <p>Second by: Dave Cullen</p> <p>VOTE: Unanimous</p> <p>MOTION PASSES</p>
	<p>b. Survey of Providers at Test Sites A DRAFT of the proposed survey was passed out and reviewed. (ATTACHMENT E) The committee discussed the proposed questions and make-up of the answers. The committee felt the survey should be divided into two, one for BLS and one for ALS The committee decided to send recommendations to Mr. Neiman via e-mail by the end of July and once the changes have been made, the revised version would be e-mailed back to the committee for approval. There was a lot of discussion on how and when to administer the survey including before, during or after state testing; scantron, e-mail or online. Item will be deferred until the next meeting.</p>	

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	<p>c. DRAFT Guidelines for Video Broadcasting of EMS Educational Programs A revised DRAFT of the Guidelines for EMT-Basic Delivery via Video Streaming was distributed to the Committee. (ATTACHMENT F) There was discussion about items on the list, how courses should be announced, ensuring compliance with Regulations, VCCS boundaries and Regional Council requirements.</p>	<p>Motion by: Billy Altman To adopt the Guidelines as presented with the changes to #3 adding “where applicable” to the end of the sentence and striking the second half of the sentence in #6, after the parenthesis and replacing it with the statement “the class must be made up at a later date either in person or another video broadcast.” Seconded by: Linda Johnson</p> <p>VOTE: 6 to 2</p> <p>OPPOSED: Jeff Reynolds, Nick Klimenko Jeff: Not opposed to the concept can be done without some of the language in the document. Nick: By citing Regional Councils in the document, it gives them regulatory oversight of training in the state.</p> <p>MOTION PASSES</p>
	<p>d. Dates of the 2007 PDC Meetings</p> <p>2007: January 10, 2007, April 11, 2007, July 11, 2007, October 10, 2007</p>	<p>Motion By: Billy Altman The Professional Development Committee will meet the second Wednesday of the first month of the quarter going forward.</p> <p>Seconded by: Nick Klimenko</p> <p>VOTE: Unanimous</p> <p>MOTION PASSES</p>

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	<p>e. Request from the Finance, Legislative and Planning (FLaP) Committee Greg Neiman read a request from Gary Dalton and the FLaP Committee in which they are requesting that any information regarding EMS Issues that will be introduced at the Virginia General Assembly during the upcoming session and any issues or proposed changes to Virginia Law that will affect EMS and that need to be addressed and/or introduced at the Virginia General Assembly during the upcoming session be forwarded to them as soon as possible.</p>	
	<p>f. A letter was received from 4 programs requesting permission to PILOT Competency Based EMT-Basic Programs utilizing the standards and guidelines which had previously been presented to the BLS Accreditation Committee. (ATTACHMENT G)</p> <p>There was a large amount of discussion about this issue, from committee members as well as the Gallery. Concerns centered around the timing of the item, whether this was an attempt at accreditation from another angle and the need for PILOT Programs to explore new ways of doing EMS Education.</p>	<p>Motion by: Nick Klimenko That all currently accredited ALS programs be allowed to participate in the Competency Based EMT-Basic Pilot programs under these guidelines and report back to the OEMS which would report back to the committee the outcomes of those programs.</p> <p>Second: Jeff Reynolds</p> <p>VOTE: AYE:None NAY: Unanimous</p> <p>MOTION FAILS</p>
	<p>Discussion on the issues continued. Bobby Baker stated he did not know that the letter was coming to the committee but supports the concept of a competency based EMT-B program.</p>	<p>Motion by: Dave Cullen To delay consideration of this issue until the next meeting</p> <p>Seconded by: Kathy Eubank</p> <p>VOTE: AYE:4 NAY: 4 Chairman: NAY</p> <p>MOTION FAILS</p>

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	<p>Discussion continued on this issue.</p>	<p>Motion by: Dave Cullen That we recommend that the Office approve up to 4 programs (Prince William County Paramedic Program, J. Sargeant Reynolds Community College-Hanover Fire and EMS, Tidewater Community College-Virginia Beach Campus, Roanoke Valley Regional Fire Training Center to pilot competency-based EMT-Basic classes under the guidelines approved by the PDC Committee and the Office of EMS.</p> <p>Seconded by: Randy Abernathy</p> <p>Friendly Amendment proposed by Jeff Reynolds: with the option for other ALS Accredited Programs to approach this committee and the Office for permission to join the Pilot after one (1) year.</p> <p>Accepted by Dave Cullen</p> <p>Motion Reads: That we recommend the Office approve these 4 programs (Prince William County Paramedic Program, J. Sargeant Reynolds Community College-Hanover Fire and EMS, Tidewater Community College-Virginia Beach Campus, Roanoke Valley Regional Fire Training Center to pilot competency-based EMT-Basic classes under the guidelines approved by the PDC Committee</p>

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		<p>and the Office of EMS with the option for other ALS Accredited Programs to approach this committee and the Office for permission to join the Pilot after one (1) year.</p> <p>VOTE: Aye: 7 Nay 1</p> <p>MOTION CARRIES</p>
	Warren Short proposed that any programs that PILOT under this decision must come back and report on their progress at each PDC meeting. The committee agreed. Dr. Dudley stated he felt a small group should oversee the Pilots.	
		<p>Motion by: Holly Frost To discuss the list of guidelines presented by the Office</p> <p>Second by: Kathy Eubank</p> <p>VOTE: Unanimous</p> <p>MOTION CARRIES</p>
	The committee reviewed the DRAFT guidelines document and made changes (ATTACHMENT H)	<p>Motion by: Holly Frost To accept the guidelines as amended.</p> <p>Seconded by: Kathy Eubank</p> <p>VOTE: Unanimous</p> <p>MOTION CARRIES</p>
	Dave Cullen commented that the letter being submitted 2.5 hours before the meeting was inappropriate	
	Dr. Dudley stated that going forward changes to the PDC agenda should be submitted no later than 1 week in advance.	
IX. PUBLIC COMMENT		
X. Adjournment	Meeting adjourned at 1442	

Professional Development Committee
Wednesday, July 12, 2006
The Place at Innsbrook
10:30 AM
Agenda

- I. Welcome
- II. Introductions
- III. Approval of Minutes from April 12, 2006
- IV. Committee Membership-Warren
- V. Reports of Committee Members
 - a. Officer Reports
 - b. Reports of Committee Members
 - c. Office of EMS
 - i. Division of Educational Development-Warren
 - 1. Staff
 - a. Certification Test Coordinator
 - b. Training Fund Assistant
 - 2. Regulatory Updates
 - ii. ALS Training Specialist-Tom
 - 1. NREMT Computer Testing
 - iii. BLS Training Specialist-Greg
 - 1. EMS Instructor Updates
 - 2. EMS Instructor Institute
 - 3. Changes to BLS (AED) Station
 - 4. CSDR Implementation
 - iv. Funding and Accreditation-Chad
 - 1. ALSTF
 - 2. BLS
 - 3. Accreditation Update
- VI. Ad Hoc Committee Reports
 - a. ALS Training Funds Advisory Committee-Chad Blosser
 - b. Intermediate Curriculum Review-Tom Nevetral
 - c. BLS Curriculum Review – Linda Johnson-Chair
 - d. EMS Instructor Credentialing – Nick Kleminko-Chair
 - e. BLS Certification Test Committee-Jeff Reynolds-Chair
 - f. BLS Certification Evaluators Committee-Linda Johnson-Chair
- VII. Unfinished Business
- VIII. New Business
 - a. Transport Decision for 2005 AHA Guidelines-Greg Neiman
 - b. Survey of Providers at Tests Sites

- c. Guidelines for EMT-Basic Delivery via Video Streaming
- d. FLaP Request
- e. Dates of 2007 PDC Meetings
- IX. Public Comment
- X. Dates for 2006 meetings
 - a. ~~January 11, 2006~~
 - b. ~~April 12, 2006~~
 - c. July 12, 2006
 - d. October 11, 2006
- XI. Adjourn