

## Chad Blosser

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**From:** Chad Blosser  
**Sent:** Thursday, April 16, 2020 2:11 PM  
**To:** Chad Blosser  
**Cc:** 'Akers, Deborah'; Karen Owens; 'Brown, Gary'; Adam Harrell; 'Jones, Tracie'  
**Subject:** COVID-19 Update #6 for EMS Educators  
**Attachments:** OEMS Process for Student Background Checks.pdf; TR-01 Course Approval Request - 4-14-20 - Form Fillable (Secured).pdf

**This is a blanket e-mail message to all certified Education Coordinators and ALS Coordinators.**

Dear Educator,

First, the Office of EMS would like to thank you for all you are doing for your communities and the Commonwealth during the current COVID-19 pandemic. We sincerely appreciate your dedication and steadfastness during these unprecedented times. We have gathered a number of pertinent items below to assist you in your role as an EMS educator in the Commonwealth.

### Education Coordinator Certification Extensions

- Due to Executive Order 51 & 53, the Virginia Office of EMS will be extending the expiration dates for Education Coordinators with an expiration date of March 31, 2020, April 30, 2020, May 31, 2020 and June 30, 2020 until December 31, 2020.
- The Education Coordinator Update schedule can be found online at: <http://www.vdh.virginia.gov/emergency-medical-services/ems-educator-update-schedule/>

### Expiration of Virginia EMS Provider Certifications

- Due to Executive Order 51 & 53, the Virginia Office of EMS will be extending the certification of all providers who are currently set to expire on May 31, 2020 and have not satisfied their continuing education requirements until August 31, 2020. These providers should be reminded of the plethora of online CE opportunities that are available to them.
- Online continuing education courses can be found at: <http://www.vdh.virginia.gov/emergency-medical-services/education-certification/provider-resources/web-based-continuing-education/>

### New PDF Form Fillable TR-01 – Course Approval Request

Now that educators are permitted to electronically submit form **TR-01 – Course Approval Request**, we have developed a PDF, form-fillable version of this document (attached). Please begin using this new form immediately. Older versions of the TR-01—those with revision dates prior to April 2020 will be sent back to you to complete the new form beginning June 1, 2020.

### Student Background Checks through Fieldprint

When the Office negotiated its contract with Fieldprint for provider background checks, we also included an option for EMS Educational Programs to be able to conduct background checks of their student body. All Education Coordinators and accredited EMS Programs may make use of this program at their own discretion. You are not required by this Office to run FBI backgrounds on your EMS students.

If you or your Program Medical Director would like to institute mandatory FBI background checks on your students, they should use the following steps to submit their fingerprints to the FBI. We have attached a flyer for use in your program literature should you decide to implement background checks.

To schedule a fingerprinting appointment as an EMS student, please follow these simple instructions.

1. Visit <http://fieldprintvirginia.com>
2. Click on the “**Schedule an Appointment**” button.
3. Enter an email address under “**New Users/Sign Up**” and click the “**Sign Up**” button. Follow the instructions for creating a Password and Security Question and then click “**Sign Up and Continue**”.
4. Enter the Fieldprint Code **FPVS999NC** when requested.
5. Enter the contact and demographic information required by the FBI and schedule a fingerprint appointment at the location of your choosing.
6. At the end of the process, print the Confirmation Page. Take the Confirmation Page with you to your fingerprint appointment, along with two forms of identification.
7. If you have any questions or problems, contact Katie Hodges ([kathryn.hodges@vdh.virginia.gov](mailto:kathryn.hodges@vdh.virginia.gov)) at the Office of EMS.

Fingerprint results will be submitted to the Office of EMS Division of Regulation and Compliance and a staff member from Regulation and Compliance will notify you as the educator via e-mail the final status of “Eligible” or “Not Eligible” for certification in Virginia.

### **Virginia Continuing Education**

Based on the certification extensions granted under Governor Northam’s Executive Order 51 and the wide availability of Virginia approved online CE vendors and programs, the following guidance is provided:

- The Virginia Office of EMS will not be relaxing EMS Rules and Regulations or the Training Program Administration Manual (TPAM) policies for conducting, reporting and recordation of continuing education in the Commonwealth.
- Regulations and the Training Program Administration Manual do not permit conducting continuing education online via GoToMeeting, Zoom, Microsoft Teams, Capterra, TeamViewer, Cisco Webex, Skype, Google Hangouts (or any other online/web-based meeting platform) and submit CE credits to Virginia for processing.
- Education Coordinators who transition portions of initial certification programs to online content are not permitted to award CE credits for Virginia EMS providers accessing this content.
- **NEW** - Nationally approved continuing education programs—for example ACLS, PALS, AMLS, PHTLS, PEPP, ITLS, ECP, etc.—that have relaxed their program requirements allowing content to be completed in a modified delivery format have been temporarily approved by the National Registry for continuing education credit and therefore the Office of EMS will also temporarily allow CE to be awarded for Virginia providers completing these programs until the Governor’s Executive Orders 51, 53, & 55 are lifted or allowed to expire.

### **Education Coordinator Candidate (Mentee) “Teaching Hours”**

Based on action the Office took to extend the certification request expiration date for Education Coordinator Candidates (ECC) under Governor Northam’s Executive Order 51, the Virginia Office of EMS has determined that there is not a present need to relax regulatory requirements for the ECC program.

- All ECC required “teaching hours” must be taught in a face-to-face environment and an Education Coordinator above the 16th percentile must be present during the delivery of all content by the candidate.

Again, thank you for all you do in support of Virginia’s EMS System. Your dedication and service to Virginia during these extraordinary times.

Stay safe, remember social distancing and please wash your hands!

Warm regards,

Chad

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Please let us know how we are doing by [clicking here](#) to complete a short customer experience survey.

The Office of EMS continues to monitor the ongoing situation regarding the spread of COVID-19. For more information and updates on COVID-19 please visit the link below: <http://www.vdh.virginia.gov/emergency-medical-services/coronavirus-2019-covid-19/>

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# Virginia Office of EMS

## Student Background Check Process

To schedule a fingerprinting appointment as an EMS student, please follow these simple instructions.

1. Visit <http://fieldprintvirginia.com>
2. Click on the "Schedule an Appointment" button.
3. Enter an email address under "New Users/Sign Up" and click the "Sign Up" button. Follow the instructions for creating a Password and Security Question and then click "Sign Up and Continue".
4. Enter the Fieldprint Code FPVS999NC when requested. Cost of approximately \$28.00 is the responsibility of the student.
5. Enter the contact and demographic information required by the FBI and schedule a fingerprint appointment at the location of your choosing.
6. At the end of the process, print the Confirmation Page. Take the Confirmation Page with you to your fingerprint appointment, along with two forms of identification.
7. If you have any questions or problems, contact Katie Hodges ([kathryn.hodges@vdh.virginia.gov](mailto:kathryn.hodges@vdh.virginia.gov)) at the Office of EMS. .



Division of Regulation and Compliance  
provides Course Coordinator /  
Program Director a status by e-mail.

### Eligible

Division of Regulation and Compliance  
provides Course Coordinator /  
Program Director a status by e-mail.

### Ineligible