



McLean County Area EMS System

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Title of Policy: <i>Final Testing for Initial EMS Education Students</i>	Policy Number:
Effective Date: 11/2014	Review Date: 06/2017
Policy Area: Education	Approvals: EMSSC, EMSMD

Background to Policy:

To clearly define the standard that constitutes a successful challenge of final testing. Further, to clearly define the process of obtaining retesting opportunities.

Policy Statement:

Initial education students will be required to successfully challenge both a written and practical examination prior to graduating from the didactic portion of initial education courses. This is also the policy for the Advocate Bromenn Medical Center, OSF St. Joseph Medical Center, McLean County Area EMS System Paramedic Training Program.

Policy:

- A. Comprehensive Written Final:** Students will be required to pass a written exam prior to graduating from the didactic portion of any initial education course. A student has successfully challenged the final exam when:
 - a. The student achieves a score equal to or greater than 80%
 - b. The final written exam is cumulative of the entire didactic course
- B. Comprehensive Practical Final:** Students will be required to pass a practical exam prior to graduating from the didactic portion of any initial education course. A student has successfully challenged the final practical exam when:
 - a. The student has received a consensus “passing” score from 2 or more qualified evaluators.
 - b. The practical scenario was at a level of difficulty that challenges the student to demonstrate call management, decision-making, assessment, critical thinking and intervention that is commensurate with the terminal level of licensure of the course.
- C. Appeals/Retesting Procedure, Written Exam:** Students are expected to pass the written exam on the first attempt. Those students who do not successfully pass the written exam must take the following steps in order to retest.
 - a. If the student fails the first attempt, the student must draft and execute a remediation plan. This remediation plan is to be approved by the course lead instructor. The student may challenge the exam again on satisfactory completion of the remediation plan (as judged by the lead instructor), but no sooner than 2 weeks after the first attempt.



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- b. If the student fails the second attempt, the student must draft and execute a second remediation plan. This remediation plan is to be approved by the system education coordinator and system EMS coordinator. The student may challenge the exam again on satisfactory completion of the remediation plan (as judged by the system education coordinator and EMS system coordinator), but no sooner than 3 weeks after the second attempt.
- c. If the student fails the third attempt, the student must draft a remediation plan as well as a letter of appeal to the medical director. Any further attempts must be approved in writing by the system medical director and conducted under the terms outlined by the medical director.

D. Appeals/Retesting Procedure, Practical Exam: Students are expected to pass the practical exam on the first attempt. Those students who do not successfully pass the practical exam must take the following steps in order to retest.

- a. If the student fails the first attempt, the student must draft and execute a remediation plan. This remediation plan is to be approved by the course lead instructor. The student may challenge the exam again on satisfactory completion of the remediation plan (as judged by the lead instructor), but no sooner than 2 weeks after the first attempt.
- b. If the student fails the second attempt, the student must draft and execute a second remediation plan. This remediation plan is to be approved by the system education coordinator and system EMS coordinator. The student may challenge the exam again on satisfactory completion of the remediation plan (as judged by the system education coordinator and EMS system coordinator), but no sooner than 3 weeks after the second attempt.
- c. If the student fails the third attempt, the student must draft a remediation plan as well as a letter of appeal to the medical director. Any further attempts must be approved in writing by the system medical director and conducted under the terms outlined by the medical director.

E. General Guidelines

- a. Students must successfully challenge a written examination prior to challenging a practical exam.
- b. Any retesting on practical examinations will require at least one independent evaluator that was not present at previous testing.
- c. Remediation plans at a minimum will identify the deficiencies that led to the failure and articulate steps to be taken to correct the identified deficiencies.
- d. All other didactic class requirements must be completed with an overall score of 80% prior to taking any final exam.

F. Exemption

- a. This policy will not apply to First Responder or First Responder/Defibrillator courses, unless specified by the lead instructor for that course.