



# McLean County Area EMS System

1609 Northbrook Ste 8  
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<b>Title of Policy:</b> <i>EMS System Preceptor Policy</i>	<b>Policy Number:</b> E-100
<b>Effective Date:</b> 10/2004	<b>Review Date:</b> 05/01/2014
<b>Policy Area:</b> Education	<b>Approvals:</b> EMSSC, EMS MD

## Background to Policy:

To identify the responsibilities and qualifications for individuals functioning as EMS preceptors within the McLean County Area EMS System, including participation in the Advocate Bromenn Medical Center, OSF St. Joseph Medical Center, McLean County Area EMS System Paramedic Program Consortium.

## Policy Statement:

The field internship component of any initial EMS education program is one of the most important components. It is necessary to ensure that students are given the opportunity to learn and interact with qualified and competent preceptors.

## Policy:

### A. Responsibilities

- a. Responsible and accountable for decisions made in the field regarding patient care provided by the student
- b. Responsible for orientating, teaching, and supervising student's during their field experiences
- c. Complete the necessary documentation and evaluations regarding the student's field performance at the end of each shift.
- d. Communicate with the MCAEMS System Education Coordinator/Paramedic Program Director on a monthly basis to provide a comprehensive evaluation and recommendation, either positive or negative, pertaining to each assigned student.
- e. Commit to participate in a minimum of 8 hours' educational time per year in one or more of the following ways
  - i. Perform lectures to EMS students
  - ii. Teach class skill stations
  - iii. Proctor EMS skills testing
  - iv. Teach continuing education lectures
  - v. Proctor continuing education skills testing

### B. Qualifications

- a. In order to be considered for the position of System Preceptor, the individual must remain active in the McLean County Area EMS System and must meet the following criteria
  - i. Maintain a valid license at or above the level being precepted
  - ii. The preceptor shall have practiced at their level of licensure level within the state of Illinois for at least one year
  - iii. In order to serve as a primary contact preceptor, the candidate must have practiced within the EMS System for 6 months.



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- iv. An individual that has practiced within the system for 3-6 months may evaluate and precept for procedures.
- v. The preceptor candidate must not be on probation or suspension with the EMS agency they are serving as a preceptor within
- vi. Successfully complete the Mclean County Area EMS System preceptor workshop
- vii. Approval of the MCAEMS Medical Director and the applicant's agency chief officer
- viii. Demonstrate above average knowledge and skills by achieving a minimum score of 80% on all system written and practical exams
- ix. Maintain all MCAEMS System requirements for the specific level of licensure
- x. Attend all updates as needed and presented by the MCAEMS System.

## Resources: