



McLean County Area EMS System

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Title of Policy: <i>System Entrance Testing</i>	Policy Number:
Effective Date: 11/2011	Review Date: 06/2017
Policy Area:	Approvals: EMSSC,EMSMD

Background to Policy:

To ensure the protection of patients, Emergency Medical Service (EMS) providers have an ethical and moral responsibility to provide care to all patients to the best of their abilities. In this role, they must demonstrate continued competence.

The McLean County Area EMS System requires demonstrated knowledge on a written exam for all Basic/Intermediate/Paramedic level personnel entering the system. The McLean County Area EMS System requires demonstrated competence on a practical competency exam for all Intermediate/Paramedic level personnel entering the system.

All First Responders must demonstrate competency to their individual hiring agencies' EMS officer.

Policy Statement:

The following will provide guidelines for entry into the McLean County Area EMS System.

Policy:

A. System Entry Written Exam

- a. All Basic (BLS), Intermediate (ILS), and Paramedic (ALS) applicants must pass a written exam prior to approval to function in the McLean County Area EMS System (MCAEMS). Exam questions may cover: MCAEMS protocols, policies, and procedures as well as the most current national standard curriculum. In order to pass the written exam, applicants must achieve a score of 80% or higher. The BLS written exam will consist of 50 multiple choice questions. The ILS and ALS written exam will consist of 100 questions. Applicants will have a maximum of three (3) attempts to successfully complete the system entry written exam without the Medical Director's approval. If the applicant fails the first attempt, a second attempt may be scheduled only after a remediation plan, written by the applicant and approved by the MCAEMS office, is successfully completed. The second attempt will be scheduled as dictated by the remediation plan, but not less than two (2) weeks after the initial attempt. If the applicant fails the second attempt a third attempt may be scheduled only after a remediation plan, written by the applicant and approved by the MCAEMS office, is successfully completed. The third attempt will be scheduled as dictated by the remediation plan, but not less than three (3) weeks after the second attempt. After the third failure of the written exam, any subsequent attempts must be approved in writing by the MCAEMS Medical Director.

B. System Entry Practical Exam



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- a. First Responder (FR) and BLS applicants must successfully complete a procedure competency exam at their hiring agency. A Procedure Competency Form must be completed by their sponsoring agencies' Training Officer. FR and BLS providers will not be allowed to function in the system until this form is completed and submitted to the MCAEMS System Office.
- b. Applicants at the ILS and ALS level must successfully complete a practical competency exam before being approved to function in the system. Each practical exam will consist of two (2) or more scenarios that may be traumatic emergencies, medical emergencies or a combination of both, patients can be single or multiple and of any age ranging from neonate to geriatric.
Each scenario will be scored using the National Registry of EMT's assessment skill sheets. In order to pass the practical competency exam, an applicant must score 80% or higher and must not commit a critical failure item. Each scheduled practical exam session will be counted as a single attempt. Applicants will have a maximum of three (3) attempts to successfully complete the system entry practical exam. Any attempts beyond three will require the Medical Director's approval. If the applicant fails the first attempt, a second attempt may be scheduled only after a remediation plan, written by the applicant and approved by the MCAEMS office, is successfully completed. The second attempt will be scheduled as dictated by the remediation plan, but not less than two (2) weeks after the initial attempt. If the applicant fails the second attempt a third attempt may be scheduled only after a remediation plan, written by the applicant and approved by the MCAEMS office, is successfully completed. The third attempt will be scheduled as dictated by the remediation plan, but not less than three (3) weeks after the second attempt. After the third failure of the practical competency exam, any subsequent attempts must be approved in writing by the MCAEMS Medical Director. The applicant will be required to pay a \$75.00 fee to the McLean County Area EMS System for each attempt after the third attempt. Each attempt will be treated as an independent attempt. At least one different evaluator shall be present at each attempt after the second attempt.

C. Remediation Plan

- a. After a failure of the system entry practical or written exam applicants must complete a remediation plan in order to qualify for a retake. The remediation plan should identify the deficiencies that lead to the failure and articulate steps to be taken to correct the identified deficiencies. Remediation plans will be created by the applicant after consultation with the MCAEMS System Education Coordinator. On the second attempt the remediation plan must be approved by the MCAEMS System Education Coordinator. On the third and subsequent attempts the remediation plan must be approved by the MCAEMS System Education Coordinator and the MCAEMS System Coordinator.

Resources:

1. [System Entry Packet](#)
2. System Entry Remediation Plan