

Northwest Community EMS System Provisional Certificate – EMT (Provisional EMT) Instructions

- EMT students who have successfully completed the final written exam and who also have complete EMT class files including all required CPR cards, background checks, and health verification information will be awarded a Provisional Certificate: EMT.
- The bulleted language below is taken from the NWC EMSS Covid-19 playbook V3 (Rev. 5-25-20).
 - Students with complete files who successfully pass EMS 213 and the summative final written exam without completing the hospital and field experience clinical rotations shall be awarded a **System Provisional EMT Certificate** per IDPH guidelines that will authorize them to temporarily work as EMTs under the direct supervision of a qualified partner during the declared emergency.
 - Provisional EMS Certificates are NOT an IDPH State License. This is only an EMS System approval recognized by IDPH and every effort should be made to obtain state licensure as classes and testing become available during the COVID-19 pandemic response.
 - Anyone granted a certificate under this special waiver shall **only practice with and under the direct supervision or another state-licensed EMS professional** at or above the level of the licensee. Two individuals granted a certificate under this special waiver shall not practice together and must be paired with a regular licensee.
 - Patient care contacts completed and documented during employment as a Provisional EMT will be evaluated, and if approved, accepted in lieu of hospital and field experiences during the pandemic.
 - Students, who choose not to become employed with a Provisional EMT Certificate, will have one month to complete all course clinical requirements when limitations on student participation are lifted and hospital clinical rotations and Field Internships are reinstated.
 - After completing all course requirements, graduates will be authorized to sit for the NREMT written exam. Instructions will be sent for signing up with the NREMT. If passed, they will be licensed as an IL EMT.
- Upon receipt of the Provisional Certificate-EMT, the individual may contact either Elite Ambulance or Superior Ambulance to begin the employment process.

Provisional EMT requirements during employment:

- **Hours Log:** All Provisional EMTs **must complete a minimum of 24 hours** during which time they are available to take BLS calls. The Log must be completed legibly and completely to be accepted.
 - Enter the names of the Provisional EMT and the EMS agency (Elite or Superior Ambulance).
 - Enter the date and the vehicle to which they were assigned.
 - Enter the time in and out in military time and provide the # of hours available to take EMS calls that day.
 - The qualified partner must sign to verify all entries made by the Provisional EMT are accurate.
- **Must complete a minimum of 10 acceptable BLS calls** in which they completed or assisted in completing the patient assessment, performed BLS skills, called in the OLMC report; and completed the ePCR with their skill performance rated by their qualified partner. The assessments and skills performed by the Provisional EMT must be logged and evaluated on the following forms:
 - **NWC EMSS Provisional Certificate: EMT Patient Contact Form/QI Assessment:** Each form has space to note the assessment information for 5 patients. Each Provisional EMT will need to submit a minimum of 2 of these forms. One form after each set of 5 patients is completed and until competency is demonstrated. The form also includes an area for the qualified partner to critique the Provisional EMT's affective behaviors and sign verification of the accuracy of all information
 - **NWC EMSS Provisional Certificate EMT - QI Skill Critique Form:** All assessments/skills approved within the BLS scope of practice in the NWC EMSS are listed. Each time the Provisional EMT attempts any of the identified skills, the qualified partner shall note their level of competency on the form.

Once the Provisional EMT has 10 acceptable BLS calls and at least 24 hours of employment in which they were available to take EMS calls, they may submit the forms to the EMT lead instructor who will evaluate the submissions for compliance with program requirements. All forms must be completely filled out with all appropriate signatures, and all PCRs shall also be submitted for each of the 10 runs with Protected health information (PHI) under HIPAA redacted by blacking that information out with a marker.

The EMT Lead instructor shall determine if actual patient calls will be accepted for any outstanding practical exam testing and determine if the Provisional EMT shall be recommended for graduation and sitting for the NREMT exam. Specific information for creating a user profile and applying for NREMT testing will be sent to each graduate as they complete the requirements for course completion.