



Committee on Accreditation for the Emergency Medical Services Professions (CoAEMSP)
Advisory Committee Agenda and Checklist

SPONSORING INSTITUTION:	Northwest Community Healthcare		
CoAEMSP PROGRAM NUMBER:	600790	DATE, TIME, + LOCATION OF MEETING:	March 10, 2016; 9 AM; NCH LC 3&4
ATTENDANCE			
Community of Interest	Name(s) – List all in attendance. It is acceptable to have multiple members in a category.		Agency/Organization
<input type="checkbox"/> Current Student	None present; out in field internships		
<input type="checkbox"/> Graduate	Aharon Losoff, EMT-P	Mount Prospect PD	
<input type="checkbox"/> Physician(s) <i>(may be fulfilled by Medical Director)</i>	Fulfilled by EMS MD		
<input type="checkbox"/> Employer(s) of Graduates Representative	Chief Hank Clemmensen Chief David Schumann Chief Alan Wax (alt) BC Michael Sharp, EMT-P	Palatine Rural FPD Schaumburg FD Des Plaines FD Elk Grove FD; Provider EMS Coordinator (Alt.)	
<input type="checkbox"/> Key Governmental Official(s)	Jack Fleeharty (excused)	Illinois Department of Public Health	
<input type="checkbox"/> Police and Fire Services	David Ashcraft, EMT-P Nathan Gac, EMT-P Jeff Hall, EMT-P Kristine Provenzano Douglas Schubert, EMT-P Ron Swidler, EMT-P Luke Walker, EMT-P Lukasz Zerlag, EMT-P	Schaumburg FD (Non-officer paramedic) Elk Grove Village FD (Officer paramedic) Lake Zurich Fire Rescue (Non-officer PM) Schaumburg Police Dept. Schaumburg FD (Non-officer paramedic) Lincolnshire Riverwoods (Non-officer PM alt) Wood Dale FPD (PEMSCs) Des Plaines FD (Non-officer PM alt)	
<input type="checkbox"/> Public Member	Larry Lincoln (excused due to MLA)	Retired high school principal	
<input type="checkbox"/> Hospital / Clinical Representative(s)	Georgene Fabsits, RN	Alexian Brothers Medical Center; EMS Coord.	
<input type="checkbox"/> Other	Jason Brizzell, EMT-P Markus Rill, EMT-P Tom Wang, EMT-P	Schaumburg FD; QI Committee chair Prospect Ht FPD: CARS Committee chair Mount Prospect FD (PBPI committee alt)	
<input type="checkbox"/> Faculty <i>(ex officio)</i>	Diana Neubecker, RN Julie D'Agostino	NCH In-station Coordinator Harper College (representing Kim Chavis)	
<input type="checkbox"/> Medical Director <i>(ex officio)</i>	John M. Ortinau, MD (Excused)	NCH	
<input type="checkbox"/> Program Director <i>(ex officio)</i>	Connie J. Mattera (also representing Dr. O)	NCH	
<input type="checkbox"/> Sponsor Administration <i>(ex officio)</i>	Kim Nagy (excused)	NCH	

Agenda Item	Reviewed	Discussion	Action Required	Lead	Goal Date
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	Agenda Item	Reviewed	Discussion	Action Required	Lead	Goal Date
1.	Program Goals & Learning Objectives	✓	Good achievement so far.	Continue to monitor.	C. Mattera	
2.	Annual Report and Outcomes Graduate Surveys Employer Surveys Resources Assessment Matrix Thresholds		None to report			
3.	Other Assessment Results <input checked="" type="checkbox"/> Students <input checked="" type="checkbox"/> Faculty Program <input type="checkbox"/> Other	✓	<p>EMS 212: 1 student withdrew for personal reasons. Exit meetings held with him and a family member to discuss future options. EMS MD informed and involved. Current attrition date 2/30 students: 7%</p> <p>Academic results since last report <u>EMS 212 Medical Emerg II:</u> Quiz ave: 88.02%. Written exam ave: 91.62% (86.7-96.7%) ECG strip test ave: 85.95% All passed the practical exam Course grades: Harper letter grades: A:2; B: 19; C 6; F: 1 (withdraw)</p> <p><u>EMS 213 Trauma/Sp Populations</u> Quiz ave: 90.5% Written exam ave: 92.52% (86-98%) ECG strip test ave: 95% All passed the practical exam Course grades: Harper letter grades: A:12; B:16 All but 2 have passed EMS 214 (hospital clinical) so far One guest faculty member in late EMS 213 received negative student ratings. Otherwise, all guest faculty evaluations have been uniformly positive.</p>	Will follow up with students and faculty member to determine why & take appropriate action.	C. Mattera	ASAP

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4.	Program Changes (<i>possible changes</i>) <ul style="list-style-type: none"> <input type="checkbox"/> Course changes <input type="checkbox"/> Preceptor changes <input checked="" type="checkbox"/> Clinical and field Curriculum Content <ul style="list-style-type: none"> o Sequencing o Required minimums reviewed & approved o Competencies 	✓	<p>Students are just starting the Field internships Board was given a detailed report on key takeaways regarding updated field internship process and paperwork. See March Board report. Students, preceptors and EMSCs have been oriented to process.</p> <p>2016 Phase 1 and Phase 2 process/paperwork; must have consistency across sites and educators. Forms are posted to website.</p> <p>Process for releasing them to the field – prerequisites:</p> <ul style="list-style-type: none"> • EMS 210, 211, 212, 213 successfully completed • EMS 214 (hospital clinical completed & Fisdap entries done) approved by Jen Dyer. • Simulated PCRs submitted and approved by Joe Albert (PBPI) • Approved preceptors with signed agreements <p>When all are complete, an e-mail will be sent by Connie to the Provider EMSC, RN EMSC/educator, and student releasing them to begin. None can start until written authorization is given. Currently: 26/28 released to field</p>	Deadline dates <ul style="list-style-type: none"> • Should be in Phase 2 by April 15th • Graduation: June 15th • NREMT practical: June 27th • Internship must end (if on an approved extension) by July 15th • Make up NREMT practical: July 18th 	C. Mattera	
5.	Substantive Change (<i>possible changes</i>) <ul style="list-style-type: none"> <input type="checkbox"/> Program Status <input type="checkbox"/> Sponsorship <input type="checkbox"/> Sponsor Administrator Personnel <input type="checkbox"/> Program Personnel <input type="checkbox"/> Addition of Distance Education <input type="checkbox"/> Addition of Satellite Program 		None to report			
6.	Other Identified Strengths	✓	<p>Preceptor applications & agreements all received. Five Preceptor classes were conducted in February by C. Mattera with updated content. Joe Albert participated in each class giving an overview of expected student documentation on PCRs and the simulated PCRs they have completed in class to prepare them for documenting well on real calls in the field. Good attendance and feedback from participants. Attendance rosters forwarded to PEMSCs and hospital EMSCs for their records.</p>	None needed at this time.		

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7.	Other Identified Weaknesses	✓	Select student noncompliance with completing simulated calls and hospital clinical rotations on time.	J. Dyer is implementing action plans for more consistent follow-up and stated consequences for non-compliant students. C. Mattera and Dr. O to be informed of student progress.	J. Dyer	now
8.	Action Plan for Improvement	✓	While the course is going well, the workload is excessive for the program director in addition to her other duties as the System Administrative Director.	Will actively recruit and hire an additional PM course instructor before this class graduates to assist the Program Director.	C. Mattera	May 2016
9.	Other Business	✓	<ul style="list-style-type: none"> Fall Paramedic class earlier start date due to calendar adjustments requested by Harper College; clinical rotations noted on proposed course calendar so hospitals can plan early for preceptor assignments. Pooled preceptor requests for 2016-17 class distributed to EMS agencies. Report due to CoA April 1st 	EMS Agencies asked to return their Pooled Preceptor availability so program can determine the number of students they can accept into the fall class.	Chiefs/PEMSCs	June 2016
10.	Future Meetings	✓	Next meeting: May 2016.			