



**McHenry Western Lake County EMS System  
System Memo #25-1**

**To: MWLC EMSS AGENCIES**  
**From: MWLC EMSS**  
**Date: 1-7-25**  
**RE: Airway Validation Requirements**

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**Purpose:** Communicate a revision to a policy.

**Goal:** Ensure all personnel understand requirements and procedures.


The Advanced Airway policy has been revised and requires review by all personnel. A copy of this three-page policy has been included with this memo. Please note the page numbering results from the entire policy document located on the MWLC EMSS website at: <https://www.nm.org/for-medical-professionals/training-for-emergency-medical-services/emergency-medical-services-northwest-suburbs/ems-requirements-regulations>.

Contact the EMS System with any questions.

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# Policy

	<b>Title:</b>	Advanced Airway		
	<b>Author:</b>		<b>Effective:</b>	December 2, 2024
	<b>Supersedes:</b>	August 2023	<b>Revised:</b>	November 2024
	<b>Authorized By:</b>	Dr. John Pacini DO	<b>Date:</b>	December 2, 2024

## Purpose

Provide for advanced airway management when indicated.

## Goal

1. Provide for adequately managing ventilation needs.
2. Detail skill proficiency and performance requirements.
3. Outline approved advanced airway management methods.
4. Evaluate advanced airway management competency on a quarterly basis.

## Definitions

1. *Agency* is defined as: any organization, public or private, that employs personnel (whether compensated or not) approved by MWLC EMSS for the purpose of providing emergency medical services.
2. *Approved EMS Personnel* is defined as: persons licensed and approved by MWLC EMSS to perform airway/ventilatory management as defined in SOP-EMS Scopes of Practice.
3. *BIAD* is defined as: a blind insertion airway device.
4. *ETI* is defined as: Endotracheal intubation.
5. *EMS Medical Director*, or *EMS MD* is defined as: the physician, appointed by the Resource Hospital, who has the responsibility and authority for total management of the EMS System. (as defined in the Illinois Administrative Code, 77 Ill. Adm. Code 515)
6. *MWLC EMSS* is defined as: McHenry / Western Lake County Emergency Medical Services System.
7. *EMS System Coordinator*, or *EMS Coordinator* is defined as: the individual responsible to the EMS Medical Director for coordination of the educational and functional aspects of the System Program. (as defined in the Illinois Administrative Code, 77 Ill. Adm. Code 515).
8. *Preceptor* is defined as: persons approved to attest to competency training per the Preceptor policy.
9. *SOP* is defined as: Region IX MWLC EMSS Standard Operating Procedures

## Procedure

Approved EMS personnel shall utilize and manage advanced airways as outlined in MWLC EMSS SOP.

## Advanced Airway Management

Approved EMS personnel utilizing an advanced airway must continue responsibility for managing the airway during transport until transfer of care at the destination facility. The management of advanced airway shall include the use of waveform capnography and pulse oximetry throughout the course of treatment and transport.

## Proficiency and Performance Requirements

Procedures for advanced airway utilization shall be performed as outlined in MWLC EMSS skill sheets for each approved advanced airway method per this policy. Approved EMS personnel shall successfully demonstrate quarterly advanced airway skill validation via:

1. advanced airway placement attestation in a live patient from the destination facility physician, or
2. manikin practice with evaluation by an approved preceptor or MWLC EMSS Representative.

## Approved Advanced Airway Methods

1. Orotacheal ETI utilizing approved equipment and technique,
2. iGel BIAD.

## Quarterly Advanced Airway Skill Validation

All approved MWLC EMSS personnel are required to participate in quarterly advanced airway skill validation sessions. This shall include each Approved Advanced Airway Method listed above. Note: EMT-Basic personnel are authorized to utilize an iGel BIAD if current with Quarterly Advanced Airway Skill Validation when patient presentation warrants *if ALS providers are not available for patient care*. Requirements for attendance, absences, and the consequences of missed sessions are detailed below.

### Responsibilities and Definitions:

1. Approved EMS Personnel, or EMS Personnel: Responsible for attending all scheduled skill validations and completing any necessary steps to ensure good standing.
2. Agency EMS Coordinators: Responsible for tracking attendance and communicating any attendance issues to MWLC EMSS.
3. MWLC EMSS Representative: Responsible for overseeing the retesting process and determining the need for remediation sessions.

### Details:

1. Quarterly Advanced Airway Skills Validation Requirement:
  - a. All MWLC EMSS Personnel must attend and successfully complete Advanced Airway Skill Validation once every quarter (every three months) unless on an approved leave of absence.
2. Excused Absences:
  - a. One excused absence per year is permitted.

3. Missed Sessions:
  - a. Two consecutive absences missed:
    - i. Approved EMS Personnel who miss two consecutive quarterly Advanced Airway Skill Validations will be required to complete a remediation session and skill retest with a MWLC EMSS representative. This remediation session and skill retest must be scheduled and completed within thirty (30) calendar days of the missed validation.
  - b. Three consecutive absences missed:
    - i. Approved EMS Personnel who miss three consecutive quarterly Advanced Airway Skill Validations will be deemed not in good standing within MWLC EMSS. This status will affect their operational responsibilities and require a remediation session, skill recertification, and possible additional action necessary to restore good standing within MWLC EMSS.
4. Notification:
  - a. Agency EMS Coordinators shall be responsible for keeping track of member absences and report back to MWLC EMSS if MWLC EMSS intervention is needed. EMS Personnel shall stay informed from agency EMS Coordinators regarding all absences and work within their respective agencies to ensure quarterly skill validations are completed within the required time frame.
5. Reinstatement:
  - a. To restore good standing after missing three consecutive quarterly Advanced Airway Skill Validations, EMS personnel must:
    - i. Complete the required skill recertification.
    - ii. Attend a remediation session as determined by the EMS Medical Director or their designee.
    - iii. Any additional requirements as determined by the EMS Medical Director or their designee.

Contact Information:

Questions should be directed to the EMS System Coordinator: Elizabeth DePouw, [elizabeth.depouw@nm.org](mailto:elizabeth.depouw@nm.org) or Associate Coordinator: Cindy Tabert, [cindy.tabert@nm.org](mailto:cindy.tabert@nm.org).