

	MCHEMRY WESTERN LAKE COUNTY EMS SYSTEM		
	POLICY MANUAL		
	Continuing Education for Licensed EMS Providers		
	Effective: 3/80	Revised: 8/16; 12/19	Policy #

1.0 Policy

The McHenry Western Lake County EMS System requires EMS licensed personnel to maintain ongoing competency in practice through continuing educational program in accordance with IDPH Rules and Regulations.

2.0 Procedure

All System recognized EMT, Paramedic and PHRN providers have 2 options to meet the System's annual CE requirements.

OPTION #1- Complete all CE offerings as scheduled to complete both classroom presentations and skill validations – throughout the CE Calendar Year, including specified online learning packets. (Failure to complete **all** requirements would result in the requirement to attend the cumulative educational offering during the summer).

OPTION #2- Attend a cumulative education offering at the end of the CE Calendar Year (Summer 2020) - in which there may be both a written and practical skill assessments of the topics presented over the previous months per the Annual CE Calendar.

- a. The choice will be left to the individual EMS provider. The requirement for participation in competency validation applies to **ALL PRIMARY AND SECONDARY System Providers**
- b. Each individual provider is still required to meet the annual hourly CE requirements to maintain licensure status. (As a reminder all CE completed is documented within Image Trend).
- c. Those who are affiliated as “primary” with another EMS system are also still required to provide annual validation from the Primary EMS system as to their current CE record and letter of EMS Medical Director practice.

The Annual Cumulative Summary CE sessions will be scheduled during the months of June and July. The list of those who will need to attend will be determined at the conclusion of the Spring CE offering schedule. The dates for the Cumulative Summary CE will be posted. Notifications will be sent to those who will be expected to meet the System requirements with Option #2 in summer.

- 2.1 All System recognized licensed EMT, Paramedic and PHRN providers are required to complete 100 hours of approved EMS education during the four year licensure period.
- 2.2 All recognized EMT/Paramedic and PHRN providers within the MWLCEMS System are required to complete all mandatory CE offerings as they relate to changes in policy

and procedure. Some instances may afford the opportunity to transfer training on Region IX policy and procedural updates with validated CE attendance in another Region IX EMS system. This will be communicated at the time of the policy/procedure update.

- 2.3. Although CE records are maintained by the EMS System, each licensed EMT/Paramedic/PHRN is responsible for keeping their own records and maintaining a copy of time accrued to compare with any record kept by the System or by their employer.
- 2.4. Any CE approved by another System's EMS Medical Director will be accepted as long as the content is based on topics or materials from the National EMS Education Standards. Approval of other continuing education will be determined on an individual content or IDPH site code approval.
- 2.5. No more than 20% of the hours accrued by one individual towards relicensure may be in the same subject as defined by IDPH. C
- 2.6. The McHenry Western Lake County EMS System awards CE credit in accordance with guidance provided by IDPH for Recommended renewal Requirements (Appendix)

Approved: _____ EMS Medical Director

Approved: _____ EMS System Coordinator