	<p align="center">Jefferson County Fire and EMS Provider Skills Verification Page 1 of 2</p>	<p>OG: 19-10 Date: 09/2019 Revised:</p>
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Purpose

The purpose of provider skills evaluations is to ensure every EMS provider is competent to perform the skills required within their scope of practice. This policy defines the requirements for skills evaluations as established by the Medical Director and adopted by the JCFRA.

Policy

All Jefferson County EMS providers are required to successfully complete an approved Skills Evaluation Session not more than 365 days since last successfully completing a Skills Evaluation Session. Newly certified providers must complete an approved Skills Evaluation Session within 365 days of their initial certification date.

- Any provider who has not successfully completed an approved Skills Evaluation Session in the last 365 days will be suspended from practice by the Medical Director and prohibited from functioning as a primary attendant in Jefferson County.
- It is the responsibility of the highest-ranking EMS Officer or, if no formal EMS Officer designation exists within an agency, the WVOEMS Official Representative of that agency to ensure compliance of all providers and enforce suspension where indicated.
- If a provider is found to be practicing while suspended the Medical Director will notify WVOEMS that the provider is practicing outside the direction of the Medical Director.

To be considered an Approved Skills Evaluation Session, the session must be conducted by a WVOEMS accredited training institutes operated by 911 EMS agencies in Jefferson County (as of this document those are JCESA, Citizens, and Shepherdstown) AND adhere to the following standards;

- The session must be scheduled and announced at least 30 days in advance;
- The session must adhere to a curriculum that has been submitted in writing and approved by the Medical Director. At a minimum, the curriculum must include:
- At least 4 psychomotor skills to be evaluated
 - Detailed skill sheets for each skill evaluated (NREMT or PST skill sheets may be used. Proprietary sheets may be developed but require SMD approval)
- An evaluation, psychomotor or by written exam, of medication administration based on WV protocol. If evaluated by psychomotor method, a skill sheet must be used and can count as one of the 4 required psychomotor skills;
- A process for remediation and one same-day retest opportunity;

There will be no one-on-one or ad-hoc Skills Evaluation Sessions.

Because each training institute may enhance and enrich the curriculum beyond the minimum standards above, each agency may require that their members/employees successfully complete a Skills Evaluation Session at a SPECIFIC training institute.

A volunteer provider, who is not an employee of JCESA, may request to substitute successful completion of a skills evaluation in another jurisdiction by providing documentation of same to the highest-ranking EMS Officer or, if no formal EMS Officer designation exists within an agency, the WVOEMS Official Representative of that agency who will consult with the Medical Director.

Documentation must include:

- A list of each skill evaluated;
- Indication that the provider successfully completed each skill;
- The date the evaluation took place; and
- The name and title of the person evaluating the skills and/or certifying the evaluation.

The request for substitution may be approved or denied, at the sole discretion of the Medical Director.

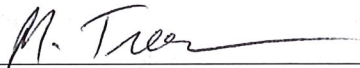
Chairman of JCFRA



Date:

12/3/19

Medical Director:



Date:

12/3/19