

# Paramedic Preceptor Authorization

## I. PURPOSE

This policy establishes the criteria for authorization to perform as a Paramedic Preceptor in Contra Costa County. No person shall precept or otherwise supervise or evaluate a Paramedic Intern unless that individual has been authorized as a Paramedic Preceptor by the CCCEMSA in accordance with this policy.

## II. REQUIREMENTS

- A. Paramedic Preceptor applicants shall provide an attestation by confirming they meet the following requirements by submitting:
1. proof of licensure as a California paramedic with at least two (2) years full-time field experience within the previous two (2) years,
  2. proof of current fulltime paramedic experience within the Contra County EMS system for the previous twelve (12) months,
  3. approval to perform as a Paramedic Preceptor by a Contra Costa County ALS EMS system provider,
  4. approval to perform as a Paramedic Preceptor by an approved paramedic training program; and,
  5. proof of attendance of a CCCEMSA approved paramedic preceptor training course within six (6) months preceding the date of application.
- B. Candidate shall have no clinical corrective action, clinical performance improvement plan(s) or clinical education assignment(s); no violations of CCCEMSA policy or protocol; and no violations of the EMS regulations as codified in the Emergency Medical Services System and Prehospital Emergency Medical Personnel Act within the preceding twenty-four (24) months.
- C. The candidate may petition CCCEMSA in writing for a waiver related to the criteria described above (Section II.B.) if the following criteria is met:
1. Candidate has successfully completed any/all assigned clinical performance improvement plan(s) or clinical education assignment(s),
  2. A minimum of six (6) months have lapsed from the date of completion; and,
  3. The candidates 'clinical manager(s) endorses the petition to CCCEMSA and recommends the candidate for preceptor approval.



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## III. PRECEPTOR RESPONSIBILITIES

A. The Paramedic Preceptor is responsible:

1. For direct supervision, instruction and evaluation of the Paramedic Intern at all times while the Paramedic Intern is assigned to the Paramedic Preceptor.
2. To intercede and assume patient care whenever a Paramedic Intern's performance or clinical care falls below the standard of care and/or may cause patient harm.
3. For completing the documentation and evaluations of the Paramedic Intern as required by the employer, training institution and the regulations pertaining to paramedic internships.
4. To report to CCCEMSA and the paramedic training program any clinical deficiencies, incompetency, negligence or conduct that may or did result in patient harm or that would or did have an adverse operational impact on the EMS system.
5. To comply with all employer rules and policies, state, federal and county laws, EMS system policies, protocols and state regulations pertaining to prehospital personnel at all times, whether or not precepting a Paramedic Intern.
6. For disclosing to CCCEMSA, the employer and the approved training program any conflict of interest with any Paramedic Intern or approved training program.
7. For having no more than one (1) Paramedic Intern or student assigned at any time and verified that the Paramedic Intern has met all the requirements to Intern in Contra Costa County.

## IV. APPROVAL PROCESS

- A. CCCEMSA will undertake a review of all applications for Paramedic Preceptor to determine that the prerequisites for authorization have been met.
- B. Upon proof of compliance with this policy, CCCEMSA will issue authorization to perform as a Paramedic Preceptor after the following is met:
1. Service Provider verifies that the applicant meets all the requirements of this policy and approves applicant.



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## V. CONTINUOUS AUTHORIZATION

A. Paramedic preceptor authorization shall be continuous if the following conditions are met:

- 1.The paramedic preceptor attends a CCCEMSA approved preceptor refresher course every two (2) years.
- 2.The paramedic preceptor shall precept at least one (1) paramedic intern within twelve (12) months after completion of precepting the last paramedic intern.
- 3.The paramedic preceptor maintains continuous paramedic accreditation in Contra Costa County.

## VI. DEAUTHORIZATION PROCESS

- A. CCCEMSA, after an administrative investigation, will take enforcement action to de-authorize a Paramedic Preceptor for violations of state, federal or county laws; EMS system policies and protocols; state regulations pertaining to prehospital personnel; or, for other misconduct which affects the integrity or trust associated to a Paramedic Preceptor.
- B. Upon a determination that the Paramedic Preceptor should be de-authorized for a violation of this policy, CCCEMSA will notify the Paramedic Preceptor in writing by U.S. certified mail. CCCEMSA will also provide notice of the de-authorization to the paramedic training program who approved the paramedic preceptor and to the paramedic preceptor's employer.
- C. Outside of the written waiver related to the criteria described in (Section II.B.) of this policy, there is no right of appeal or to a hearing on any decision to de-authorize a Paramedic Preceptor.
- D. Paramedic preceptors who have been de-authorized may apply for Paramedic Preceptor authorization twenty-four (24) months from the date of the de-authorization.

