

PURPOSE: The purpose of this Policy is to establish a mechanism for notifying the EMS Agency of paramedic intern placement within San Joaquin County, and to ensure appropriate medical control and oversight of paramedic interns prior to practicing within the local jurisdiction.

AUTHORITY: Health and Safety Code, Division 2.5, Section 1797.220, & 1798 et seq.

DEFINITIONS:

- A. "Paramedic Intern" means an individual who has been trained by an approved paramedic program and while under the supervision of an approved EMS Agency preceptor may provide ALS care as directed by local EMS medical control. The intern shall be supervised, trained, counseled, and evaluated by the designated preceptor and their affiliated training program.
- B. "Paramedic Preceptor" means a currently licensed and San Joaquin County accredited paramedic employed by a San Joaquin County approved advanced life support provider who provides supervision, education, mentorship, evaluation, and a constructive learning environment for paramedic interns and paramedic accreditation candidates.

POLICY:

- I. Paramedic interns shall meet the following qualifications:
 - A. Present evidence of good standing in an approved paramedic program utilizing the Paramedic Intern Registration form, EMS Agency form No. 2571A.
 - B. Present evidence that the intern has completed all didactic and clinical requirements prior to beginning their internship.
 - C. Interns shall submit complete the following prior to beginning their externship:
 - 1. Submit a completed Paramedic Intern Application.
 - 2. Copy of a current valid California EMT certification card.
 - 3. Copy of a current healthcare provider CPR Certification, issued from American Heart Association, American Red Cross, or programs approved by the EMS Agency.
 - 4. Valid state identification card (i.e., driver's license) or valid federal identification (i.e., military identification).
 - 5. Pay the application fee established by the Board of Supervisors. All fees are non-refundable and non-transferable.
 - 6. Paramedic Interns shall be required to attend an orientation and successfully pass with a score of 90% or higher an open book examination of the San Joaquin County ALS Policies.

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7. Upon completion of items A - C, the intern will be issued a Paramedic Intern identification card. The card shall be carried at all times while functioning as an intern.

II. Intern Conduct:

- A. No intern shall be allowed in the back of the ambulance with a patient unless the preceptor is present, this include transfers and BLS patients.
- B. Interns must have an assigned preceptor, and may not provide care without the assigned preceptor being present, this includes while the intern is waiting to give patient report at the emergency room.
- C. Interns may be assigned to no more than two preceptors concurrently, and one preceptor must be designated as the primary.
- D. The primary preceptor is responsible for coordinating educational activates and all evaluations.
- E. All interns shall complete a preceptor evaluation prior to the completion of their last shift; this evaluation shall be sent directly to the EMS Agency (Appendix 2571B).
- F. Preceptors will ensure that interns are completing 100% of patient care records (PCR's) by the end of their 5th shift. The preceptor shall review all PCR's that are completed by the intern. If there are, any changes to be made the preceptor will explain why the changes are required and have the intern make the necessary corrections. The intern and the preceptor shall both sign the PCR prior to submission. It is the responsibility of the preceptor to instruct the intern on how to complete the PCR correctly and to provide remediation as necessary.
- G. Paramedic interns shall participate in a peer review process during their internship. This peer review shall include a minimum of; reviewing at least five (5) PCR's from other paramedics where their internship is being completed, this does not include PCR's from their preceptor.
- H. Paramedic interns are only allowed to function as an intern during their assigned ride along time. Interns that are employed by the same organization were their internship is being conducted are not permitted to utilize their ALS skills when they are not functioning in the role of a paramedic intern. This includes when and intern is schedule to work a shift with the preceptor as an EMT. Any EMT caught performing ALS skills while not in the capacity of an intern shall be subject to disciplinary action.
- I. Paramedic interns that are performing their field externship at their current employer are not authorized to wear their employer's uniform while functioning in the role of a paramedic intern. Interns shall wear a uniform that is provided by their training program. This includes a name badge that clearly identifies them as a paramedic intern. The uniform and name badge shall be worn on at all

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times while responding to calls. Failure to meet these standards can result in the internship being terminated.

- J. The paramedic preceptor shall immediately notify the intern's training program, the preceptor's service provider, and the EMS Agency of any clinical or field related incidents directly involving the intern, which results in patient harm, or threatens patient safety.
- K. The presence of paramedic intern on the scene must not change the care provided to the patient.
- L. If an accredited paramedic disagrees with a treatment plan or intervention of a paramedic intern, the preceptor shall make the final determination of what is the appropriate care for the patient.
- M. The Intern shall be directly observe by the preceptor when performing any "Critical Skills" and the preceptor must be located in a position to immediately assume control of the procedures. The preceptor shall not be functioning in any other capacity during these procedures:
 - 1. Adult or pediatric endotracheal intubation. Paramedic interns shall be limited to one attempt,
 - 2. Nasotracheal Intubation. Paramedic interns shall be limited to one attempt,
 - 3. External cardiac pacing,
 - 4. Nasogastric and gastric suction,
 - 5. Needle Thoracostomy,
 - 6. Needle Cricothyrotomy,
 - 7. Intraosseous needle insertion,
 - 8. Drug administration.

III. Conflict Resolution:

- A. The following procedure shall be adhere to by interns and preceptors to resolve conflicts that arise during a student's internship.
 - 1. The preceptor and intern need attempt to resolve the issue prior to seeking assistance.
 - 2. If the preceptor and the intern cannot resolve the issue, the provider's liaison should be notified an attempt to resolve the issue.
 - 3. If the liaison cannot resolve the issue, the issue shall be refereed to the paramedic-training program that assigned the student.
 - 4. If the paramedic program cannot resolve the program, the program should consider placing the student with another provider agency.
 - 5. If the intern is removed because the preceptor is the cause of the issue, the paramedic program shall notify the EMS Agency of the issue, and how the issue was resolved.

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IV. Paramedic Programs:

- A. No intern will be placed without the knowledge and approval of the EMS Agency and the ALS provider. Paramedic programs will provide written notification of intern placement utilizing the Paramedic Internship Authorization form.
- B. Paramedic programs are required to notify their student that they are required to take an orientation class and Policy examination prior to beginning their field internship.
- C. The paramedic program shall be responsible for monitoring the progress of the intern during the field internship; this includes at least one visit by the field liaison from the paramedic program during the course of the internship.

V. ALS Provider Responsibilities:

- A. The provider agency shall be responsible for coordinating the intern's field internship and the assignment of an approved San Joaquin County EMS Agency preceptor
- B. The provider agency shall forward the Paramedic Internship Authorization form to the EMS Agency at least seven (7) business days before the intern's first shift. Failure to submit the form in a timely manner may result in a delay of the interns start date.

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