

## PARAMEDIC PRECEPTOR POLICY

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1. **Introduction:** Paramedic students will be precepted by Alameda County EMS approved preceptors.
2. **Preceptor Responsibilities:** Field performance evaluation and training of paramedic students during their field internship
3. **Approval procedure:** Preceptor candidates must submit the following to the EMS Agency:
  - 3.1. An Alameda County preceptor application (may be obtained from the EMS Agency or downloaded off the EMS website).
  - 3.2. A copy of a current California paramedic license. Paramedic licensure and county accreditation must be in good standing with no documented incidents requiring remediation during the past calendar year.
  - 3.3. Verification (on the preceptor application) of two years required, four years recommended total experience as a licensed paramedic and accreditation as a level 3 paramedic for at least one year in Alameda County
  - 3.4. Successful completion of a Field Preceptor Training Workshop approved and periodically monitored by the Alameda County EMS Agency.
    - 3.4.1. Significant experience in teaching methodology may be substituted for the Field Preceptor Training Workshop, with Medical Director approval.

Experience in teaching methodologies may include one of the following:

      - California State Fire Marshal Fire Instructor 1A and 1B, National Fire Academy
      - "Fire Service Instructional Methodology" course or equivalent
      - Sixty (60) hours in "Techniques of Teaching" courses
      - Four (4) semester units of upper division credit in educational materials, methods and curriculum development or equivalent from a college or university
      - National Association of EMS Educators (NAEMSE) "EMS Instructor Course"
  - 3.5. A written recommendation from the provider agency attesting that the preceptor applicant's licensure, accreditation, and work history (as in section 3.2) are in good standing.
  - 3.6. The EMS Medical Director must approve any exceptions to the above requirements.
  - 3.7. Candidates will receive this approval in writing within 30 days of submitting the required documentation as specified in this section. Approval is good for a period of two years.

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4. **Program Oversight:** Alameda County EMS staff will monitor the preceptor program by periodic attendance at Field Preceptor Training Workshops, preceptor meetings, and ride-alongs with preceptors and their interns.
  - 4.1. Preceptor status may be revoked at any time based on a recommendation from the provider agency, base hospital liaison personnel, a training institute, or EMS Agency staff after proper due diligence has been completed.
  - 4.2. Preceptor status may be reinstated after appropriate time, remediation and counseling as determined by the Preceptor Committee.
5. **Maintaining Preceptor Approval:** Biennial approval of paramedic preceptors is required and can be met by:
  - 5.1. Continuous licensure/accreditation in good standing
  - 5.2. Accepting at least one paramedic intern or participating as a lead instructor in an EMS related educational endeavor every two years. Preceptors may not take more than four interns in a two year period.
  - 5.3. Attendance at meetings, updates, and training as determined by a Preceptor Committee quorum-(see Section 6).
  - 5.4. In addition to required 48 hours for re-licensure, preceptors must complete 8 hours of CEU in the topic of EMS education.
6. **Preceptor's Provider Agency Responsibilities:** Maintain preceptor records as described in Sections 3 & 5.
  - 6.1. Provider agencies will alert the EMS Agency if a preceptors' status changes.
  - 6.2. Provider agencies must submit a list or spreadsheet of approved preceptors to the EMS Agency upon request.
  - 6.3. If preceptor approval lapses, the provider agency is responsible for ensuring that all requirements to maintain preceptor status are met before assigning an intern to that preceptor.
  - 6.4. Renewal documentation must be submitted to the EMS Agency upon request.
  - 6.5. Any exceptions to this section must be approved by the EMS Agency Medical Director.
7. Preceptor Committee quorum shall consist of attendance by 2 representatives from Alameda County based paramedic training program (one per program), 2 representatives from Fire-based preceptors, 3 representatives from non-Fire ambulance preceptors and 1 representative from the LEMSA.