



MICHAEL R. PENCE, Governor  
STATE OF INDIANA

INDIANA DEPARTMENT OF HOMELAND SECURITY  
302 West Washington Street  
Indianapolis, IN 46204

**EMERGENCY MEDICAL SERVICES**

**COMMISSION MEETING MINUTES**

**DATE:** April 29, 2016  
**TIME:** 10:00am  
**LOCATION:** Fishers City Hall  
One Municipal Drive  
Fishers, IN 46038

**MEMBERS PRESENT:**

G. Lee Turpen II	(Private Ambulance)
Darin Hoggatt	(Paramedics)
Stephen Champion	(Medical Doctor)
John Zartman	(Training Institution)
Myron Mackey	(EMTs)
Mike Garvey	(Indiana State EMS Director)
Terri Hamilton	(Volunteer EMS)
Sara Brown	(Trauma Physician)
Charles Valentine	(Municipal Fire)
Matthew McCullough	(Volunteer Fire and EMS)
Andrew Bowman	(RN)

**MEMBERS NOT PRESENT:**

Michael Lockard	(General Public)
Melanie Jane Craigin	(Hospital EMS)

**OTHERS PRESENT:** Dr. Michael Olinger (EMS State Medical Director), Robin Stump, Jason Smith, Don Watson, Christopher Jones, Jason Coffey, Tony Pagano, Candice Hilton, Elizabeth Westfall and other Members of the EMS Community.



## CALL TO ORDER AND ROLL CALL

Meeting called to order at 10:00 a.m. by Chairman Lee Turpin. Ms. Candice Hilton called roll and announced quorum.

## INTRODUCTION OF NEW EMS COMMISSION MEMBER

Chairman Turpin introduced the newest member of the EMS Commission, Andrew Bowman representing Emergency Nurses.

Pledge of Allegiance by everyone in attendance.

## ADOPTION OF MINUTES

- a. December 18, 2015
- b. February 26, 2016

A motion was made by

A motion was made by Commissioner Mackey to approve the February 26, 2016 minutes as written. The motion was seconded by Commissioner Zartman. A vote was taken and all Commissioners voted to pass the motion.

## Honorary Certifications

Chris Jones presented to the Commission a request for an honorary EMT certification for Ms. Ashley Dickinson for her hard work and dedication to Porter Memorial Hospital by filling in after the death of Gary Atherton.

**Motion was made by Commission Zartman to approve the honorary EMT Certification and was seconded by Commission Valentine. All members voted yea and the motion passed.**

Tom Bettenhausen presented to the Commission a request for an honorary Paramedic certification for Don Hess after his death in 2011. Don was very dedicated to Indiana EMS and was involved in many aspects including a primary instructor and a member of the D1 Task Force.

**Motion was made by Commissioner Hamilton and seconded by Commission Brown, a vote was taken and all members voted yea and the motion passed.**

## INDIANA DEPARTMENT OF HEALTH

Art Logsdon presented to the Commission their report including the Narcan report which the Commission all received a copy of. There are no new "in the process applications" at this time but Bloomington Hospital is moving toward the verification status.

The other item that he presented was that the Trauma Care Committee and the State Health Commissioner request a change to the rule language of the Trauma, Triage and Transportation rules.

This change gets closer to the CDC field triage decision scheme. It states the most serious patient, step one and step two patients should be taken directly to a Level 1 or Level 2 trauma center instead of any trauma hospital. It still keeps in place the 45 minute provision as well as the medical personnel right to go to closest facility. The language adds in language for Level 3 and 4 trauma centers.

Commissioner Zartman ask Art if ISDH had a chance to speak with the EMS Providers around the new proposed language. Art stated that there were multiple meetings for people to discuss the changes.

Commission Brown stated that it seems that there was language added regarding the Step 3 trauma patients, which step 3 are the mechanism, were all determined by local protocol and now the patients that fall under step 3 would now have to be taken to a trauma center. There was discussion on the new language that was added. Dr. Brown ask what was the best way to get input from the EMS Community on the proposed rules. Commissioner Zartman ask

the Chairman if a couple of the physicians work with ISDH on the language. Mr. Garvey stated that there is time with the rule promulgation process and there is time that the EMS Commission could put it on hold and talk a little more regarding the rules and find out the impact on provider organization having to transport to a trauma facility.

Commission McCullough stated that it does not impact his department too much.

Commission Valentine ask if the Commission could approve it so that it could go on to the public hearing and get comments during the hearing.

**Commission Zartman makes a motion to send the proposed rule language to the TAC and for them to discuss and work with ISDH and bring back a revised proposal for the next Commission meeting.**

**Commission Mackey second the motion. A vote was taken, all votes yea and the motion passed.**

### **EMS FOR CHILDREN (EMSC)**

Courtney VanJelgerhuis reported that May 18, 2016 was EMS for Children day during EMS Week. The EMS for Children will be having a Hero's awards breakfast that morning and presenting awards to those emergency responder winners.

### **TECHNICAL ADVISORY COMMITTEE (TAC)**

Mr. Leon Bell went over the power point for the Epi pen for EMR training program. There is a competency checklist with it as well. Chairman Turpen commented on how well done the program is.

**Commission Mackey made a motion to adopt the program as written for EMR Training. Commission Valentine second the motion, vote was taken, and all voted yea and the motion passed.**

Mr. Bell presented the step by step process for becoming a primary instructor in the state of Indiana. Mr. Bell explained that the TAC and education working group would like the slide presented to be put into a packet and placed on line for the PI applicant to refer too. The process for the new primary instructor is:

#### **Prior to entering a Primary Instructor Class:**

1. Be certified at least as an EMT.
2. Be certified at least one year.
3. Have one year of experience in the delivery of emergency medical care in the prehospital setting as attested to by a letter from both an EMS provider organization and EMS Medical Director. Primary Instructor Program training approval form. Signed by CEO of provider, medical director and training institution official.
4. Submit a letter of intent to affiliate from at least one Indiana certified training institution.

#### **Prior to entering or currently enrolled in a Primary Instructor Course.**

5. Take and pass the Indiana EMT written examination within one year of applying for certification as a primary instructor and must be completed prior to the course completion date on the report of training. Will be allowed only 2 attempts. If they fail the two attempts they must take one year before testing again. The pass score is 80%.
6. Take and pass the practical skills exam within one year of applying for certification as a primary instructor and must be completed prior to the course completion date on the report of training. Will be allowed only 1 attempt.
7. Complete and pass an approved Indiana Primary Instructor Course. The initial application date to become certified within one year from completing the course is the report of training course complete date.

#### **Post PI Class Completion**

8. Take and pass the Indiana PI written exam with a passing score at a minimum of 80% within one year of the course completion date. Student will be allowed the standard 3 chances to receive a passing score but after the second attempt before a 3<sup>rd</sup> attempt is made shall submit a letter of remediation from their affiliated training institution.
9. If a student fails all three attempt of the PI written exam, the student but complete the entire process over.
10. The Indiana PI Internship must be completed through the affiliated Training Institution and the IDHS-approved checklist submitted to IDHS within one (1) year of the PI Course Completion Date on the Report of Training. PI Candidates may teach at any EMS provider level (EMR, EMT, AEMT, and Paramedic) so long as the Internship Checklist Requirements are met, the candidate is directly monitored evaluated by an active PI from the affiliated Training Institution and the PI candidate is teaching at his/her certification level or lower.

Mr. Bell wants to information added to the IDHS website so there is no confusion on applicants being certified as a primary instructor.

There was discussion regarding the signatures on the approval form in what medical director signature. Is it the medical director from the affiliated training institution or the medical director of the provider organization the applicate is affiliated with? Mr. Bell stated it could be either the medical director from the provider organization or the medical director of the training institution.

**Commissioner Zartman made a motion to approve the packet and second by Commissioner Hamilton. Commission Valentine wanted to make it clear that the medical director signature on the form and to make a change in the form that they attesting to the clinical experience of the applicant. Commissioner Zartman and Hamilton were good with the amendments. Vote was taken and all voted yea, motion passed.**

Mr. Bell presented the PI applicant through reciprocity.

**Primary Instructor certification through reciprocity**

1. Be certified at least as an EMT.
2. Be certified at least one year.
3. Have one year of experience in the delivery of emergency medical care in the prehospital setting as attested to by a letter from both an EMS provider organization and EMS Medical Director.
4. Submit a letter of intent to affiliate from at least one Indiana certified training institution.
5. Successfully complete an equivalent Indiana primary instructor training program—the NAEMSE Level 1 is an equivalent program and hold a valid National Association of EMS Educators or equivalent EMS Instructor certification.
6. Take and pass the Indiana EMT written examination within one year of applying for certification as a primary instructor. Will be allowed only 2 attempts. If they fail the two attempts they must take one year before testing again. The pass score is 80%.
7. Take and pass the practical skills exam within one year of applying for certification as a primary instructor. Will be allowed only 1 attempt.
8. Candidate will have one year to complete a field internship with the affiliated training institution.

**Commissioner Valentine made the motion to approve, second by Commissioner Zartman, vote was taken and all voted yes, motion passed.**

Mr. Bell presented information the TAC was asked to put together reading when a primary instructor or a training institution becomes at risk. At risk means that a primary instructor or training institution has a

student pass percentage lower than the acceptable pass rate for two successive course and/or institution identified by IDHS staff through investigations from complaint or from observational finding. This documentation will also be added to the website.

**Commissioner Valentine made a motion to approve documents, second by Commissioner Bowman, vote taken, all voted yea and motion passed.**

### **INDIANA EMERGENCY MEDICAL SERVICES ASSOCIATION (IEMSA)**

Mr. Faril Ward presented information regarding the association. The next IEMSA conference will be November 11 & 12, 2016. Currently working on presenters and vendors. Annual meeting to elect officers will be June 14, 2016 at Trans-Care Amb, Indianapolis location at 3820 W. Rockville Avenue, 11a.m. They have initiated meetings with legislators regarding items for Indiana EMS legislation. IEMSA would like to thank all that have purchased an EMS license plate so far for Indiana and those are still on sale.

### **EMS EDUCATION WORKING GROUP**

Kraig Kinney presented information on what the group is working on. They met and discussed the procedure for primary instructor training that the TAC presented earlier in the meeting. They also are working on the EMS Training Manual, reviewing it as the Commission ask to happen each year. They are working with IDHS on the learning management system to be able to put programs online. They also reviewed the survey that had been sent to all Primary Instructors. The survey was sent to all primary instructors and received feedback from 205 primary instructor out of about 500 certified instructors in the state. The survey results will be sent to the EMS Commission. The next meeting will be June 8, 2016 at Ivy Tech Lawrence.

### **PERSONNEL WAIVER REQUESTS**

Michael Fielder is requesting a waiver to allow him additional time to complete 4 of his skills evaluations. Mr. Fielder's certification period ended March 31, 2016. He is requesting a waiver of 836 IAC 4-4-2 (d) to renew a certification, a certified emergency medical technician shall submit a report of continuing education every two (2) years that meets or exceeds the minimum requirement to take and report forty (40) hours of continuing education according to the following:

(1) Participate in a minimum of thirty-four (34) hours of any combination of:

- (A) lectures;
- (B) critiques;
- (C) skills proficiency examinations;
- (D) continuing education courses; or
- (E) teaching sessions;

that review subject matter presented in the Indiana basic emergency medical technician curriculum.

(2) Participate in a minimum of six (6) hours of audit and review.

(3) Participate in any update course as required by the commission.

(4) Successfully complete a proficiency evaluation that tests the skills presented in the Indiana basic emergency medical technician curriculum.

Staff recommend approval of 30 days to complete the additional skills not already completed.

**Commissioner Valentine moved to approve staff recommendation, second by Commissioner Bowman, voted taken, all voted yea, motion passed.**

### **PROVIDER WAIVER REQUESTS**

**Bright Volunteer Fire Company** is an intermediate provider. The department has one paramedic who lives in the district and responds from 6A-6P. They also respond ADV EMT's when needed. They are requesting a waiver of 836 IAC 2-2-1 General requirements for Paramedic provider organization, (g) each paramedic provider organization shall do the following:

- (1) Maintain an adequate number of trained personnel and emergency response vehicles to provide continuous, twenty-four (24) hour advanced life support services.

Staff recommends approval with the stipulation of reporting to IDHS every six months and e-mail the district manager each time the waiver is put in place.

There was discussion from Dr. Brown asking about the e-mail to the district manager. This e-mail is strictly relating to when they don't have coverage and need to enact the waiver. This e-mail is for tracking to see how many times the provider cannot cover. This stipulation has not been an overload for the district managers. This is also good data for staff in any rule revisions that may come up.

**Commissioner Valentine made a motion to approve staff recommendation, second by Commissioner Brown, vote was taken, all voted yes and motion passed.**

#### **Elkhart County EMS providers**

**Dr. Jason Bailey, medical for several Elkhart County EMS Provider is requesting a waiver to allow him to train those basic providers and personnel in CPAP.**

Dr. Olinger spoke with Dr. Bailey regarding his waiver request and it was decided that it would be better served under a study instead of a waiver. Dr. Bailey agreed that it was a good idea. Dr. Olinger did discuss with him that there may be an issued if they make this a BLS skill with reimbursement. Dr. Brown agreed that this should be a study and not a waiver. Chairman Turpen stated that he didn't think there would be an issue with the reimbursement as an ALS run would have other skills not just CPAP. Research study would be the way to go with this and not a waiver. Director Garvey also stated that during the education working group meeting that we met with the JEMS publisher came in and talked about all the trends and that we are keeping right along with them. They also discussed that CPAP is becoming more widespread at the basic level across the US.

**Commissioner Valentine made a motion for Dr. Bailey to do this as a study and get back with the EMS Commission on the results. Commissioner Champion second the motion, vote was taken, and all voted yea and motion passed.**

### **OLD BUSINESS**

Director Garvey stated that each member received a list of legislative bills that the agency was tracking. Also in the packet are two specific bills that affect EMS. HB1264 referenced provider organization, audit and peer review. This bill makes the work product of audit and review privileged information and protects that information from discovery and makes it an education tool. It also makes all levels of EMS and provider part of that process. Audit review and peer review are two separate items, providers need to read through the legislation and understand how it affect the provider. SB 187 reference Narcan and reporting the

Narcan administration prior to arrival of transporting EMS provider. It required the transporting EMS provider to report data when Narcan was administered prior to their arrival as one of their data elements.

## **NEW BUSINESS**

Brad Gavin reported that Justin Forkner that was the administrative law judge for the EMS Commission has left the agency and there needs to be a motion to approve the new administrative law judge.

Indiana Mission Lifeline presented information regarding STEMI protocol. The reason for the protocol is to reduce the time from patient on scene to the appropriate facility. This is a starting protocol that a provider could take and revise as their own protocol. They are asking the EMS Commission to support this guideline protocol. Dr. Brown ask if there was any data on the protocols that exist and how different this sample is. They do have some organization volunteering their protocol for review. They feel that this is a starting point for an organization to start with for a STEMI protocol. Chairman Turpen stated that it looks like a standard sample protocol and follows the AHA guidelines. Dr. Brown stated her only issue is that it has information about the Indy Trac system and places around Indiana would not have that. She would like it to have more general language in regarding to closest cath lab.

**Commissioner Brown made a motion to send it to the TAC for them to review and bring back to the Commission. Second by Commissioner Zartman, discussion followed that it would be good to present at the EMS Medical Directors Conference. The vote was taken, all voted yea, and the motion passed.**

### **National Registry of EMT's**

Rob Wagoner presented information regarding Indiana moving toward the national registry at the basic EMT level testing. Indiana currently requires paramedic and ADV EMT students to take and pass the national registry written exam to become certified and licensed in Indiana.

Commissioner Zartman stated that this is has been discussed by the National Registry group, TAC and education working group and all feel we need to move towards the national registry.

Commissioner Zartman stated he would like to made several different motions regarding moving to national registry.

Commission Hamilton ask a question regarding a comment Mr. Wagoner stated about over the next year allowing instructors and students to come over and take the exam as a pilot at a reduced cost. He stated they would entertain that request and setting something up.

Faril Ward stated that IEMSA is in support of moving towards the national registry.

Kraig Kinney also stated that in the survey that the Primary instructor were ask their thoughts of moving to the national registry. 66% of the responses were in support of that and the education working group also supports transiting EMT testing to the national registry.

Mr. Mackey asked the price difference between taking the Indiana test versus the National Registry. Director Garvey stated that right now to take the Indiana test is \$15 and the national registry would be \$70.

Leon Bell stated that in 2011 the TAC came before the Commission and recommended moving EMT testing to the National Registry. Secondly when you look at this are we also going to discuss the Mark King Initiative and continuing education as required by national registry be the minimum in the state of Indiana. Chairman Turpen stated they would take it under advisement.

Commissioner Zartman made a motion to convert the current Indiana Basic EMT Cognitive Testing to the National Registry "EMT" "Cognitive" testing, and to become effective, on July 1, 2017. At that time, Indiana will "NO" longer administer the Cognitive Indiana Basic EMT Examination. Commissioner Mackey seconded, vote was taken, and all voted yea and motion passed.

Motion number 2 was made by Commissioner Zartman and states from July 1, 2016 through June 31, 2017, Certified Training Programs may elect to use the Indiana State EMT "Cognitive" exam and/or the National Registry EMT "Cognitive" Examination for initial certification. If the NREMT examination is utilized during this time frame, all sub components of Indiana Certification must be met and verified by the initial training program. IE: Post, Autism, SIDS, Haz-Mat, prior to certification. Commissioner Hamilton second the motion, a vote was taken all voted yea, motion passed.

Motion number 3 was made by Commissioner Zartman and states the IDHS Staff in conjunction with NREMT will conduct Statewide District Training Institution Primary Instructor Updates to accommodate all Indiana State Districts. These sessions will occur beginning July 1, 2016 – June 30, 2017. It will be required that all "Training Institutions" and "Primary Instructors" attend at least one (1) of the sessions to remain active to teach at the EMT level. This schedule will be announced in the next 30 days. The purpose of these sessions will be to inform the TI Directors, Coordinators, and all Primary Instructors on the overall processes for the transition/conversion to the new testing standards and processes of the NREMT testing and administrative processes as well emphasize the need to teach the national educational standards. Commissioner Valentine second the motion, a vote was taken all voted yea, motion passed.

Motion number 4 was made by Commissioner Zartman and states all current or in-process "Primary Instructors" must attend one of the NREMT Training Institution Training Programs during the year of July 1, 2016 – June 30, 2017 to remain certified as a "Primary Instructor". Failure to complete the program will suspend the Primary Instructors Certification until they have successfully completed the formal process. This process is currently in the implementation phase and will be addressed at a later date. After July 1, 2017, the Indiana State EMT "Cognitive Examination will no longer be offered for initial testing at the EMT-Basic level and all persons requested to obtain Indiana Certification must successfully pass the National Registry EMT "Examination after completion of successful completion of an Indiana approved Training program or met all entry requirements for reciprocity. There was discussion on the time frame after June 30, 2017 on the primary instructors to attend. Commissioner Zartman felt that this one year was plenty of time for everyone to attend at least one session. Commissioner Hamilton second the motion, a vote was taken, and all voted yea and the motion passed.

Motion number 5 was made by Commissioner Zartman and states The Indiana Department of Homeland Security EMS Division – State Psychomotor Examination will remain active and serve as the entry level verification for Indiana State Certification and also confirmation to the NREMT for verification of successful compliance. Commissioner Valentine second the motion, a vote was taken, and all voted yea and the motion passed.

Motion number 6 was made by Commissioner Zartman and states IDHS and its subcommittees will develop on line training programs and testing for the following Indiana specific training models to

be completed by all initial entry, re-entry, or reciprocity candidates for certification. Commissioner Valentine second the motion, a vote was taken, and all voted yea and the motion passed.

Motion number 7 was made by Commissioner Zartman and states IDHS will send out notification to all TI's and Primary Instructors of the implementation plan and the attendance requirements to remain active as a certified training institution or certified primary instructor. Commission Mackey second the motion, a vote was taken, and all voted yea and the motion passed.

Commissioner Zartman also made a motion to send to the TAC and education working group to review the Mark King Initiative and the other items that Leon Bell suggested. Commissioner Hamilton second the motion, a vote was taken, and all voted yea and the motion passed.

### ASSIGNMENTS

- a. Past Assignments
- b. Today's Assignments

### SUB-COMMITTEES

Accreditation Sub-committee had no report.

Narcotics sub-committee – Commissioner Zartman stated that the federal legislation did not get a final hearing and does not feel it will make it through the system.

National Registry sub-committee – Chairman Turpen stated that you saw the results of that group earlier in the meeting and they will keep that group together to be liaison with the transition.

Data Quality assurance sub-committee – no report

Chairman Turpen stated that the administrative proceedings from earlier needed clarification. Commissioner Mackey made a motion and it states to authorize David L. Carter to serve as Administrative Law Judge under Indiana Code 4-21-5.5 for the Emergency Medical Service Commission including without limitation the authority to:

1. Assume all pending administrative cases before the Commission with ultimate authority of those actions resting with the Commission.
2. Act as an administrative law judge for all new cases to come before the Commission with ultimate authority of these actions resting with the Commission.
3. Hear and rule upon petitions for stays, enforcement as the ultimate authority for the Commission and for hear and decide appeals to the emergency orders issued with respect to one or more violations of the Commission statues or rules as ultimate authority for the Commission.

Commissioner Valentine second the motion, a vote was taken, and all voted yea and the motion passed.

### ADMINISTRATIVE PROCEEDINGS

Administrative orders issued are for information only.

Non final orders – Brad Gavin explained that there are 3 non final orders and you have 3 options to take action on the order. You can affirm, modify or dissolve the order.

Director Garvey excused himself from the discussion and votes on the Switzerland County orders because of previous activity with cases.

#### **Orders**

**Switzerland County EMS** - Commissioner Champion made a motion to affirm the order for Switzerland County EMS and was second by Commissioner Valentine. A vote was taken, all voted yea and the motion passed.

**Switzerland County Training Institution** - Commissioner Champion made a motion to affirm the order for Switzerland County Training Institution. Commissioner Zartman second the motion, a vote was taken, and all voted yea and the motion passed.

**Robert Sklar** – Brad Gavin explained to the Commission their options prior to any vote with Mr. Sklar. Commissioner Mackey made a motion that the Commission not expand the time to file the objections due to his objection not be filed in a timely manner. Commissioner Valentine second the motion, no discussion, all voted yea, motion passed.

Commissioner Mackey made a motion to affirm the ALJ non-final order. Commissioner Valentine second the motion, no discussion, all voted yea and the motion passed.

#### **STAFF REPORTS**

**Data registry** – Angie Biggs reported that she is still working on getting more providers on board reporting their data. Providers feel that Image Trend is easier to use.

**Operations Report** – Robin Stump reported that field staff has been out helping with exercised around the state. They are also attending the Road Show that the agency is putting on around the State. She also reported that field staff has been getting many more investigations and that is taking much more of their time. She presented a timeline of the investigation with Switzerland County EMS and training institution and stated that they are working on the pass/fail letter from the skills exam and working on getting a refresher course set up for the personnel in Switzerland County.

**Certifications report** – No questions.

**Training report** – Tony Pagano reported on the national registry numbers for the EMT. The Indiana rates on very comparable to the national registry pass rates. 1<sup>st</sup> attempts for Indiana is 67% and that is the same rate at the Indiana state exam. The 3<sup>rd</sup> attempt for national registry is 76% and if you look at the 2<sup>nd</sup> attempt for Indiana is 74% and the 3<sup>rd</sup> attempt is 75%. The 3<sup>rd</sup> attempt at national registry is high than Indiana.

#### **STATE EMS MEDICAL DIRECTOR'S REPORT**

Dr. Olinger reported that he is continuing to work ISDH on the medical director conference. He also reported that we are working with ISDH on the language for the trauma and triage rule. Hospital have worked very hard to become Level 1 and Level 2 trauma centers. Lastly the agency has approved to hire an EMS Data Manager and we are moving forward of getting someone hired for that position.

#### **STATE EMS DIRECTOR'S REPORT**

Director Garvey stated that May 15 – 20 is EMS Week and we are waiting on the EMS Proclamation from the Governor and we will get it out once we receive it.

**CHAIRMAN'S REPORT AND DIRECTION-**

EMS Compass is what everyone is looking at to covert EMS from fee for service to population health payments. Everyone is worried about EMS Funding and now is the time to be looking at, commenting on and adopting to what is coming. Please go to [emscompass.gov](http://emscompass.gov) and review information. EMS Cares data has just been released for 2015, information released show that providers are making strides in positive patient outcomes. Please be involved in research.

**Next meeting is June 24, 2016 at Fishers Town Hall at 10:00 a.m.**  
**Motion to adjourn, meeting adjourned.**

Approved \_\_\_\_\_

G. Lee Turpen, Chairman