INDIANA DEPARTMENT OF HOMELAND SECURITY 302 West Washington Street

Indianapolis, IN 46204

EMERGENCY MEDICAL SERVICES COMMISSION TECHNICAL ADVISORY COMMITTEE MEETING SUMMARY

DATE:

November 10, 2015 10:00 a.m.

LOCATION:

Noblesville Fire Department, Station 77

15251 Olio Road

Noblesville, IN 46060

PRESENT:

Leon Bell, Chairman, ALS Training Institute

Sherry Fetters, Vice Chairman, EMS Chief Executive Officer

Jessica Lawley, ALS Training Program Director

Michael McNutt, BLS Training Program Director

Faril Ward, EMS Chief of Operating Officer

Charles Ford, EMS Chief Executive Officer

Michael Cole, First Responder Training Director

Edwin Eppler, EMS Medical Director

NOT PRESENT:

Elizabeth Weinstein, EMS for Children

Jaren Kilian, ALS Training Program Director

Michael Gamble, Emergency Department Director

OTHERS PRESENT:

John Zartman, EMS Commissioner, EMS State Director Michael

Garvey, other IDHS Staff, Kraig Kinney, and Dr. Michael Olinger



- A) Meeting called to order at 10:15 a.m. by Chairman Leon Bell.
- B) Quorum present
- C) Adoption of minutes:
 - a. September 01, 2015 minutes

A motion was made by Mr. Faril Ward to approve the minutes from the September 1, 2015 meeting as written. The motion was seconded by Mr. Michael Cole. The motion passed, minutes were approved.

New Technical Advisory Committee member Michael Cole was introduced to the group. Mr. Cole is the chief paramedic with Jennings County EMS. Mr. Cole stated in the volunteer fire service in 1994. He started with his career at Sugar Creek FD for three years prior to starting work with Jennings County EMS.

- D) Public Comment: None
- E) Announcements:
 - a. Proposed TAC meeting dates for 2016:
 - 1. January 5, 2016
 - 2. March 1, 2016
 - 3. May 10, 2016
 - 4. July 12, 2016
 - 5. September 13, 2016
 - 6. November 1, 2016

All above dates were approved by the TAC members that were present. Ms. Candice Hilton will send out calendar invites to all the members for the 2016 meetings.

b. Commission Staff Report:

Ms. Robin Stump, Ms. Candice Hilton, and Mr. Tony Pagano reported regarding the last EMS Commission meeting. Ms. Hilton stated that there were no new assignments from the Commission to the TAC. All three staff members reported that the Commission meeting was short and that there was nothing major to report. The Primary Instructor process was discussed at the Commission meeting but nothing was decided.

Ms. Stump reported that the Governor's office has put together three different task forces in regards to Narcan use. The IDHS EMS staff has been asked to compile a report for the Governor's office.

- F) Old Business
 - a. Review the Primary Instructor Written exam
 - i. Mr. Tony Pagano opened discussion on the PI written exam. Mr. Pagano stated that the group that was assigned to look at the exam has met and reviewed the exam. Students are doing well on the new exam. Extensive discussion followed regarding the passing grade, if it needs to be raised back to 80% or left at 75%. Included in the discussion was how the Primary Instructor course should be taught. Mr. Michael McNutt stated that the Primary Instructor curriculum needs to be taught not the text book.

An extensive discussion also took place in regards of the possibility of a central course and not letting just anyone teach the PI course.

A sub-group was appointed to look at the criteria for teaching a Primary Instructor course. This sub-group will consist of Mrs. Jessica Lawley - chair, Mr. Michael McNutt and people from the Education working group. This group was asked to have recommendations for the next TAC meeting.

A motion was made by Vice Chairman Sherry Fetters to raise the PI written exam passing score back to 80% in 2016. The motion was seconded by Mr. Faril Ward. The motion passed unanimously.

A motion was made by Mr. Charles Ford to let Primary Instructor classes take place in 2016 but also have one central group class sponsored by the State. At the end of 2016 compare the test results of all other PI courses to the one central group class. The motion was seconded by Mr. McNutt. The motion passed unanimously.

Chairman Bell called for a short break at 11:35 am

Chairman Bell reconvened the meeting at 11:45am

b. P.I. Pass procedures/ Initial certification process (see attachment #1) Mr. Kraig Kinney presented a power point to the TAC to outline a recommended PI initial certification process. An extensive discussion followed and adjustments to the power point were made.

A motion was made by Mr. McNutt to make the passing grade for the Pre-primary instructor written exam (EMT written exam) and the Primary Instructor written exam both 80% for any courses that are started after January 1, 2016. The motion was seconded by Vice chairman Fetters. The motion passed unanimously.

c. Develop tool for reporting of waivers by provider organizations (see attachment #2) - Vice Chairman Fetters presented the waiver tool.

A motion was made by Mr. McNutt to send the waiver tool to the Commission for approval and that field staff send out and test the waiver tool until the next TAC meeting. At the next TAC meeting if changes need to be made those changes will be recommended at that time. The motion was seconded by Mr. Ward. The motion passed unanimously.

- d. PI Manual updated two TAC members were assigned to help with the manual review.
- e. Glucometer monitoring for BLS levels (see attachment #3) Dr. Sara Brown briefly discussed the power point and skill sheets. Mr. Pagano stated that Connecticut gave their permission to use the objectives as long as they were given

credit. The TAC voted to accept the power point and skill sheets pending getting permission from Connecticut to use their material at the last meeting.

G) New Business – no new business to discuss at this meeting.

With no further business needing to be discussed a motion was made by Mr. Michael Cole to adjourn the meeting. The motion was seconded by Mr. Faril Ward. The motion passed. The meeting was adjourned at 1:03 pm.

Approved		
	Leon Bell Chairman	

Attachment #1

PI Certification Process—Indiana Primary Instructor Course

836 IAC 4-5-2 Certification and recertification; general

Authority: IC 16-31-2-7; IC 16-31-3-14; IC 16-31-3-14.5; IC 16-31-3-20

Affected: IC 16-31-3-14

Sec. 2. (a) Application for certification will be made on forms and according to procedures prescribed by the agency. In order to be certified as an emergency medical services primary instructor, the applicant shall meet one (1) of the following requirements:

- (1) Successfully complete a commission-approved Indiana emergency medical services primary instructor training courseand complete all of the following:
- (A) Successfully complete the primary instructor written examination.
- (B) Successfully complete the primary instructor training program.
- (C) Be currently certified as an Indiana emergency medical technician.
- (D) Successfully pass the Indiana basic emergency medical services written and practical skills examinations within one (1) year prior to applying for certification as a primary instructor.
 - 1. The Primary Instructor candidate will secure and provide to both the host Primary Instructor class coordinator and keep on file with their Training Institution:
 - a. Evidence of certification as an EMS provider for at least one (1) year.
 - b. The agreement with the Training Institution to affiliate on appropriate forms
 - c. A letter from an EMS ambulance provider (operations level manager or chief or above) attesting to exposure and competency in pre-hospital EMS for a period of not less than one (1) year.
 - * Note while this determination is left to the EMS provider, it should include direct patient contact on 911 responses (not just pre-scheduled transports) with transport to an emergency department and should be verifiable.
 - ** While each region may determine the volume and type of responses, it should be noted that for paramedic class enrollment, a candidate must document 20 verifiable patient contacts.
 - d. A letter from an EMS Medical Director attesting to the competency in provision of EMS as well as recommendation for certification as an EMS Instructor.
 - 2. For testing the EMT written and practical examinations, the following guidelines shall apply:
 - a. EMT Written: Two (2) attempts before (not to exceed a year in advance) the Course Completion Date.
 - i. The PI Candidate must have an 80% pass rate on the current Indiana EMT written examination.
 - ii. Candidates can either be issued a testing ID by IDHS with the submission of the PI Class Roster or contact IDHS for a "Challenge" ID.
 - b. EMT Practical: One single (1) Attempt cycle before (not to exceed a year in advance) the Course Completion Date.

- i. Note that a single "Attempt" cycle means one process which could include re-tests so long as four of the EMT stations are passed on the initial attempt and no single station may be attempted more than three (3) times total.
- ii. There is only one attempt per PI Course attempt/enrollment.
- c. Both the EMT written and practical exams constitute subject matter proficiency and must be successfully done for each PI candidate by the Course Completion date listed on the Report of Training for the Primary Instructor Course. Results up to a year before that Course Completion date are valid for this purpose. Also, a Training Institution could make and are encouraged to make this a prerequisite to enrollment in a PI class.
- 3. The Training Institution will add the PI candidate to their TI roster and remit the updated roster to the Indiana EMS Office within 30 days, as required by IAC 836 Article 4
- 4. The Course Completion date listed on the Report of Training for the Primary Instructor Course will serve as the PI initial application date (hence is "applying for certification as a primary instructor") and controls when all pre-requisites must be done before as well as all completion components following the successful course completion.
- 5. Upon successful completion of Primary Instructor course as noted on a properly submitted Report of Training for an approved Indiana Primary Instructor Course, the PI candidate must successfully complete the following within one (1) year of the Course Completion Date as noted on the Report of Training for the PI Course:
 - a. The Pi candidate will successfully complete the Indiana Primary Instructor Internship Requirements within one year of the Course Completion Date as noted on the Report of Training for the PI Course. This must be verified by the Training Institution on the approved PI Internship checklist submitted to the Office of EMS with all other paperwork.
 - i. PI Candidates may teach at any EMS provider level (EMR, EMT, AEMT, 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.
 - ii. Note that for an EMR course, a PI is not required to be present for class sessions. However, if it is included as part of the internship, both the PI candidate and supervising PI from the affiliated Training Institution must be present.

- b. The Pi candidate must successfully pass the Indiana Primary Instructor Exam with an 80% passage rate within one (1) year of the Course Completion Date as noted on the Report of Training for the PI Course.
 - i. The PI Candidate is allowed two attempts following a successful course completion as designated on a Report of Training submitted to IDHS.
 - ii. A third and final attempt will be allowed if the candidate submits a letter of remediation by a certified Indiana PI through their affiliating Training Institution. *Note that all three attempts and the remediation must be completed within one (1) year of the Course Completion Date on the Report of Training.
 - iii. If not successful on the third attempt, the PI candidate would have to complete all pre-requisites and the PI class again with retesting of the pre-requisite EMT written and practical exams.
 - iv. A second PI Class for any individual candidate is not permitted within a one year period after completion of the initial course.
- c. Upon successful completion of all of the above, the PI candidate will remit all required documentation to the State of Indiana EMS office within one year of the PI application date.
- 6. Upon EMS staff review and compliance with the above outlined process, the PI candidate will be issued Primary Instructor Certification.

PI Certification Process—Reciprocity

836 IAC 4-5-2 Certification and recertification; general

Authority: IC 16-31-2-7; IC 16-31-3-14; IC 16-31-3-14.5; IC 16-31-3-20

Affected: IC 16-31-3-14

Sec. 2. (a) Application for certification will be made on forms and according to procedures prescribed by the agency. In order to be certified as an emergency medical services primary instructor, the applicant shall meet one (1) of the following requirements:

- (2) Successfully complete a training course equivalent to the material contained in the Indiana emergency medical service primary instructor course and complete all of the following:
- (A) Successfully complete the primary instructor written examination.
- (B) Successfully complete the primary instructor training program.
- (C) Be currently certified as an Indiana emergency medical technician.
- (D) Successfully pass the Indiana basic emergency medical services written and practical skills examinations within one (1) year prior to applying for certification as a primary instructor.
 - 1. Same process as the Indiana Primary Instructor Course candidate as noted in the previous section with the following modifications.
 - a. The NAEMSE Level I Instructor Course completion will suffice for the Primary Instructor Course so long as the provider has valid documentation of Course Completion as well as holds a current NCEE certification.
 - b. Candidate would then have to complete the following within one year of the initial application:
 - i. EMT Written: Two (2) attempts before (not to exceed a year in advance) the Course Completion Date.
 - 1) The PI Candidate must have an 80% pass rate on the current Indiana EMT written examination.
 - Candidates can either be issued a testing ID by IDHS with the submission of the PI Class Roster or contact IDHS for a "Challenge" ID.
 - ii. EMT Practical: One single (1) Attempt cycle before (not to exceed a year in advance) the Course Completion Date.
 - 1) Note that a single "Attempt" cycle means one process which could include re-tests so long as four of the EMT stations are passed on the initial attempt and no single station may be attempted more than three (3) times total.

PI Certification Process

Indiana EMS Training Manual Section 5

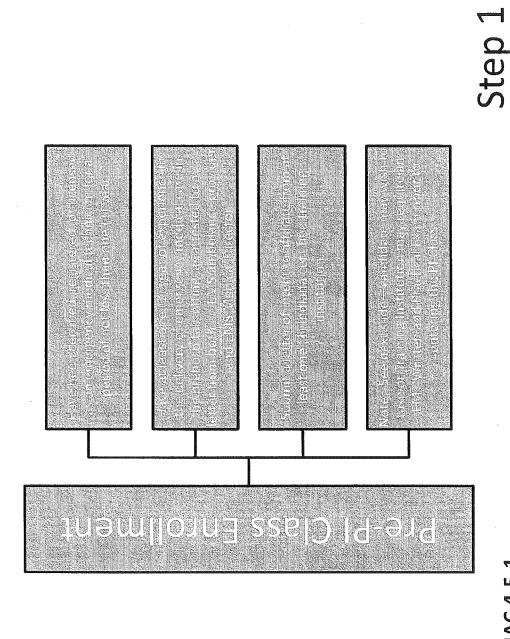
December 2015

- 2) There is only one EMT practical attempt cycle per PI Reciprocity application.
- c. The Pi candidate will successfully complete the Indiana Primary Instructor Internship Requirements within one year of the Course Completion Date as noted on the Report of Training for the PI Course. This must be verified by the Training Institution on the approved PI Internship checklist submitted to the Office of EMS with all other paperwork.
- d. Upon successful completion of all of the above, the PI candidate will remit all required documentation to the State of Indiana EMS office within one year of the PI application date.
- 2. Upon EMS staff review and compliance with the above outlined process, the PI candidate will be issued Primary Instructor Certification.
- 3. Reciprocity within Indiana for Firefighter II and II instructors for acceptance as an EMS Primary Instructor.
 - a. Currently, the curriculum of the FF II and III is being reviewed to determine if the same course objectives and standards are met.

Indiana Primary Instructor Certification Process

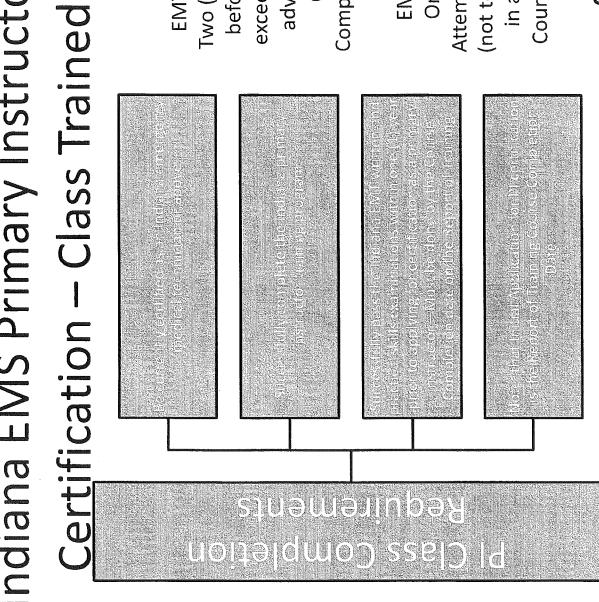
Developed by the Indiana EMS
Education Workgroup and TAC as
approved by the TAC & EMS
Commission on

Indiana EMS Primary Instructor Certification - Class Trained



Source: 836 IAC 4-5-1

Indiana EMS Primary Instructor



Two (2) attempts

EMT Written:

before (not to

exceed a year in

advance) the

Course

Source: 836 IAC 4-5-2 and EMS Commission policy

Step 2

Course Completion

Date.

in advance) the

Attempt cycle before (not to exceed a year

One single (1)

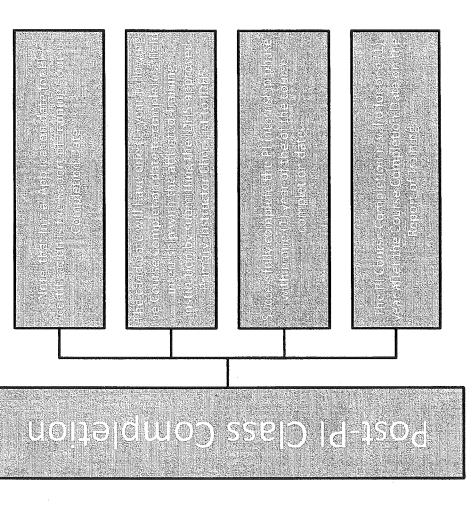
EMT Practical:

Completion Date.

Notes—Successful PI Class Process

- The Primary Instructor (PI) Course must be approved by IDHS and be based on the national curriculum for EMS Educators.
- The Course Completion Date on the Report of Training is always the candidate's "Application Date" for purposes of certification.
- EMT Written: Two (2) attempts before (not to exceed a year in advance) the Course Completion Date.
- The PI Candidate must have an 80% pass rate on the current Indiana EMT written examination.
- Candidates can either be issued a testing ID by IDHS with the submission of the PI Class Roster or contact IDHS for a "Challenge" ID.
- EMT Practical: One single (1) Attempt before (not to exceed a year in advance) the Course Completion Date.
- Note that a single "Attempt" means one process which could include re-tests so long as four of the EMT stations are passed on the initial attempt and no single station may be attempted more than three (3) times total.
- There is only one attempt per PI Course attempt/enrollment.

Indiana EMS Primary Instructor Certification - Class Trained



Source: 836 IAC 4-5-1 and EMS Commission Policy

Step 3

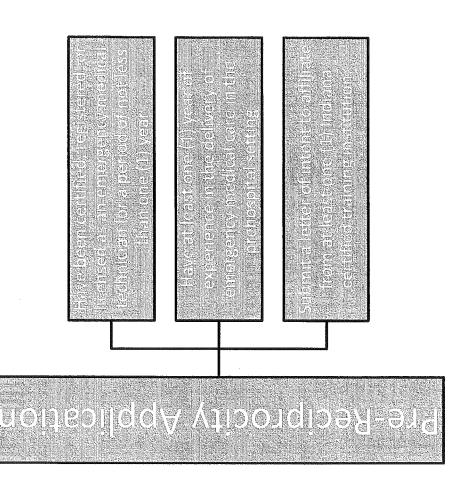
Notes-Post-PI Class Completion

- rate within one (1) year of the PI Course Completion Date The Indiana PI Exam must be passed with a 80% passage on the Report of Training.
- The PI Candidate is allowed two attempts following a successful course completion as designated on a Report of Training submitted to IDHS.
- submits a letter of remediation by a certified Indiana PI through their affiliating Training Institution and can be completed within the one (1) year of the Course Completion Date on the Report A third and final attempt will be allowed if the candidate
- have to complete all pre-requisites and the PI class again with If not successful on the third attempt, the PI candidate would retesting not less than a year after completion of the current

Notes-Post-PI Class Completion

- The Indiana PI Internship must be completed through the checklist submitted to IDHS within one (1) year of the PI affiliated Training Institution and the IDHS-approved Course Completion Date on the Report of Training.
- evaluated by an active PI from the affiliated Training Institution and the PI candidate is teaching at his/her certification level or PI Candidates may teach at any EMS provider level (EMR, EMT, AEMT, Paramedic) so long as the Internship Checklist Requirements are met, the candidate is directly monitored
- Note that for an EMR course, a PI is not required to be present internship, both the PI candidate and supervising affiliated for class sessions. However, if it is included as part of the Fraining Institution PI must be present.

Indiana EMS Primary Instructor Certification - Reciprocity



Step 1

Source: 836 IAC 4-5-1

Indiana EMS Primary Instructor

Certification - Reciprocity io Del Kechlichuen

Two (2) attempts

EMT Written:

before (not to

exceed a year in

advance) the

application date.

EMT Practical:

One single (1)
Attempt before (not to exceed a year in advance) the application date.

Step 2

Source: 836 IAC 4-5-2 and EMS Commission policy

Attachment #2

Service Name:

Provider Number:

Rule wavied:

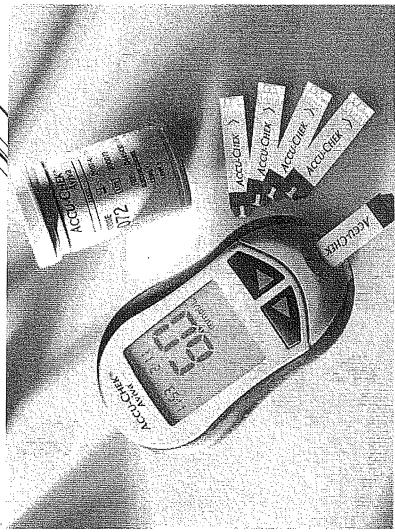
Rule wavied	•		
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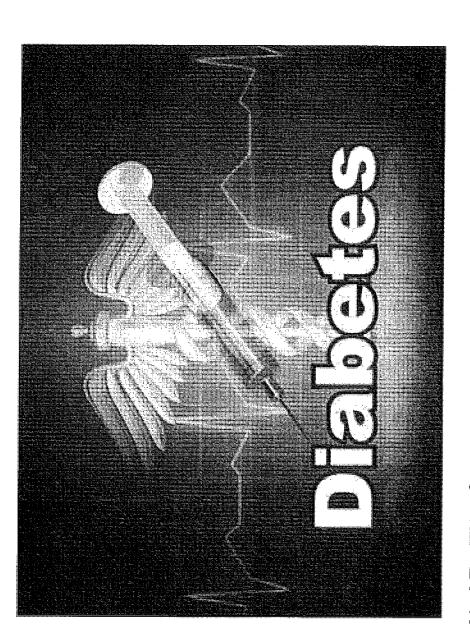
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Reason for implementation of waiver
N. S.
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Attachment #3

GLUCOSE TESTING FOR EMT AND EMR





UNDERSTANDING THE DISEASE

- ▶ Glucose is the fuel for all cellular basic energy needs.
- ▶Some cells can use fats, too, for energy
- ▶In order for MOST cells to utilize glucose, there needs to be insulin present.

CELLULAR METABOLISM

Infant

40 - 90

►Child < 2.Years

▶Child > 2 Years

▼Adult

70 – 105

NORMAL BLOOD GLUCOSE FINDINGS

▶ Diabetes mellitus

▶ Acute stress response

▶ Steroid therapy

◆Other

CAUSES OF ELEVATED BLOOD GLUCOSE

►Insulin overdose

► Lack of calorie intake

▶ Insulin tumor

◆ other

CAUSES OF LOW BLOOD GLUCOSE

Low blood glucose

- ▼ Normal or rapid respirations
- Pale, moist skin
- Sweating
- ▶ Dizziness, headache
- ▶ Rapid pulse
- ▶ Normal to low blood pressure
- Altered mental status, aggressive, confused, lethargic, or unusual behavior
- Anxious or combative behavior
- Seizure, fainting, coma
- Weakness on one side of the body (may mimic stroke)

High blood glucose

- ▶ Deep, rapid respirations
- ▼ Kussmaul
- ▶ Dry skin, sunken eyes
- Sweet or fruity odor on breath
- Rapid, weak pulse
- ▶ Normal or slightly low blood pressure
- Varying degrees of unresponsiveness

CLINICAL PRESENTATION

▶Insulin and oral medication use

► Last meal

▼Vomiting

◆Other symptoms

ASSESSMENT

- Scene size up and body substance isolation
- Initial assessment
- Determine need for rapid transport
- Focused history and physical assessment with vitals
- Blood glucose check
- ▶ If glucose < 80 with symptoms of low blood glucose and responsive (in control of own airway) administer oral glucose or glucose containing food
- ${f UN}$ responsive (${f NOT}$ in control of own airway) , supportive care ▶ If glucose < 80 with symptoms of low blood glucose and and get the patient to ALS care or hospital.
- Monitor level of consciousness and blood glucose level
- Supportive care in transport

TREATMENT OF LOW BLOOD GLUCOSE

- Scene size up and body substance isolation
- · Initial assessment
- Determine need for rapid transport
- Focused history and physical assessment with vitals
- Blood glucose check
- ▶ If glucose > 200 transport to emergency department
- ► Consider ALS if vital signs are abnormal
- Monitor level of consciousness and blood glucose level
- Supportive care in transport

TREATMENT OF HIGH BLOOD GLUCOSE

Altered level of consciousness in any patient

Shakiness, weakness

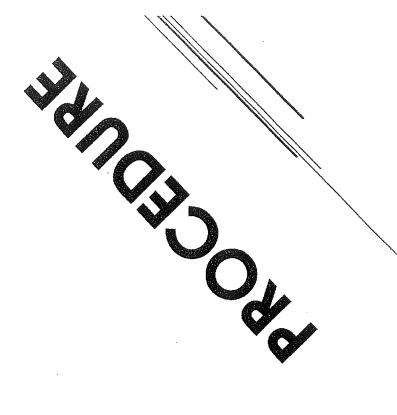
Rapid pulse and respiratory rate

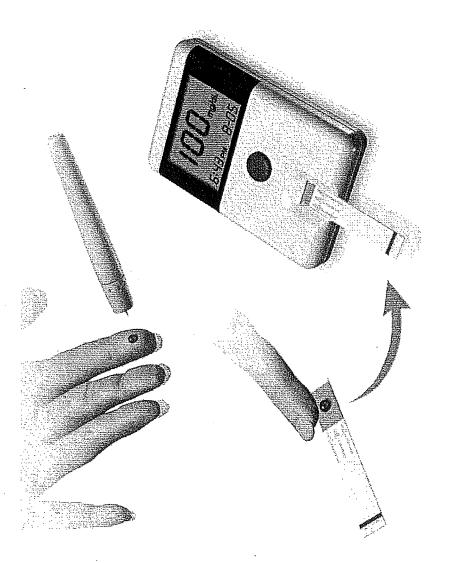
Neurologic deficit (Stroke symptoms)

Seizures

Known diabetic

INDICATION FOR BLOOD GLUCOSE MONITORING





▶ Refer to department infection control plan

▶ Generally should wear exam gloves

BODY SUBSTANCE ISOLATION PROCEDURES

EQUIPMENT NEEDED

► Cotton balls / gauze / Band-Aid

▼ Sharps container

▶ Lancets

Alcohol prep pads

▶ Glucometer

▼ Test strips

▶ Exam gloves

IDENTIFY APPROPRIATE PUNCTURE SITE

Adult and children over 1 year

▶ Fingers, 3rd or 4th on the palmar side

▶ Central fleshy areas

► Cleanse with 70% isopropyl alcohol, using a scrubbing / circular motion

► Do NOT use iodine

▶ Allow alcohol to dry

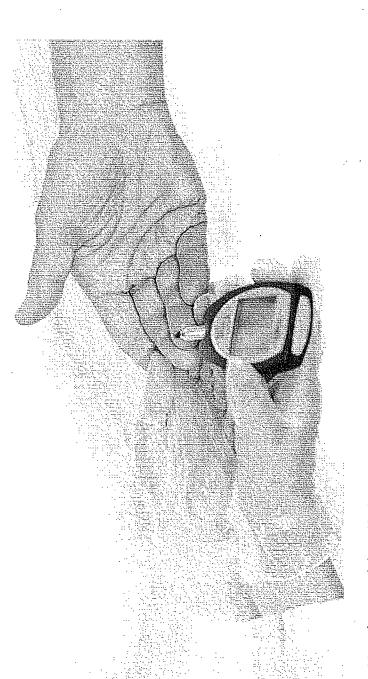
PREPARATION OF THE SITE

You must read manufacturer's instructions for your <u>particular</u> glucometer

- ► Load test strip into meter
- Glucometer must be set for the test strip code to ensure an accurate test

PREPARE GLUCOMETER





Use lancet to stick the site prepared and form a small drop of blood

Apply blood drop to the test strip

ACQUIRE BLOOD SPECIMEN

Hold pressure to the side with cotton ball or gauze and secure

Record blood glucometer reading

AFTER TEST CARE AND PROCEDURE

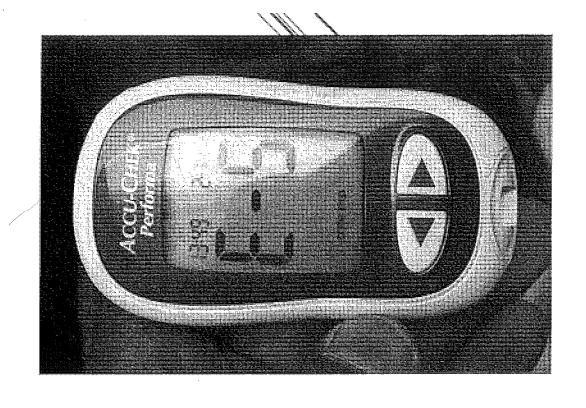
Test strip batch number

▶ See manufacturer's instructions

► Expiration date

Meter calibration

METER SET UP

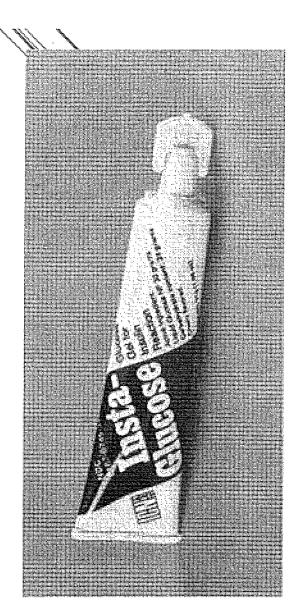


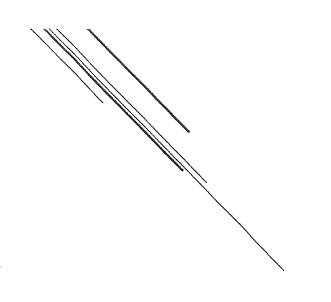
- ▶ Display codes indicate malfunction
- See manufacturer instructions
- Battery failure
- ► Test strip batch number
- "Out of Range"
- Consider repeating test
- May be extremely high or extremely low blood glucose
- ...[O],, **a**
- ▶ Less than 20
- ▶ Greater than 500 600

METER AND TESTS STRIP PROBLEMS

- ▶ Oral glucose
- Indications
- ▶ Altered mental status
- ▶ Blood glucose reading below normal
 - Contraindications
- ▶ Unresponsive patient
- ▶ Patients who cannot swallow or maintain their airway
- Dosage
- One tube
- May need to be repeated
- ▼ Route
- ▶ Between cheek and gum







Call for insulin reaction

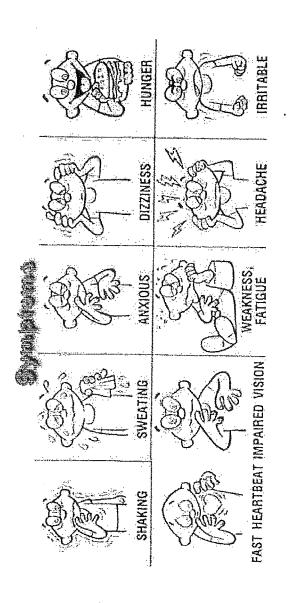
▼ 44 year old female

Giddy and nervousInsulin dependent diabetic

Family reports she had her insulin today but has not eaten

Blood glucose reading shows 40 mg/dl

CASE #1 TREATMENT



► Call for unconscious subject at a business

▶ 22 year old male

Supine on floor unresponsive

► Vomitus on floor beside him and around his mouth

▶ Breathing on his own with strong pulse

No medic alert tag

Blood glucose reading of "Lo"

CASE #2 TREATMENT



▼ MVC

Elderly patient driver

Single vehicle off the road against a tree

▶ Unresponsive but no signs of injury to patient

Vitals stable

▶ Blood glucose reading of 22

CASE #3 TREATMENT

► Unresponsive diabetic at home

77 year old female

Breathing shallow

Skin warm and dry

▼ Vitals normal

Ate today but unknown if she took insulin

▶ Blood glucose "Hi"

CASE #4 TREATMENT

