



Thursday, June 11, 2020

To: EMS Training Institutions
Training Institution Officials
Primary Instructors

From: Kraig Kinney, State Director and Counsel of EMS

Re: EMT Psychomotor Examinations

Individuals that are seeking initial certification, reciprocity or re-acquiring a certification at the EMT level are required to successfully complete the EMS Commission approved psychomotor (practical) examination.

In administering these examinations on behalf of the EMS Commission, IDHS has utilized state representatives that are approved primary instructors. Current examinations require at least 10 people to conduct an examination. The minimum number of candidates is set for efficiency and is also in accordance with the costs of providing the state representative.

Due to budget constraints related to the funding for the psychomotor state representative program, IDHS is requiring that any examination scheduled after July 1, 2020, have a minimum of fifteen (15) candidates for the examination to be conducted. Reservation of an examination may be done with twelve (12) candidates and an "open status" to accept outside candidates. If there are not fifteen (15) candidates scheduled by seven (7) days before the scheduled psychomotor examination, it will be canceled by IDHS unless the training institution chooses to utilize the voluntary convenience payment pilot program as described below.

I anticipate some concern with the quick implementation date and apologize for the late notice. The state fiscal year begins July 1 and the budgetary challenge was only recently identified. I do recognize that programs may have to adapt under a short time frame, but the fiduciary responsibility requires that IDHS take immediate action to safeguard the program.

Next Steps for Programs

Areas that do not have the fifteen (15) minimum candidates will have the following options:

- Cancel the scheduled psychomotor exam
- Consider merging with another EMT class for testing purposes
- Send the candidates to another psychomotor examination
- Utilize the pilot convenience payment to test with between eight and 14 students

Convenience Payment Pilot Program

We are mindful that many courses may have lower numbers than the minimums, and IDHS has been approached by testing sites that wish to pay for their state representative to keep the exam local with lower numbers. For the remainder of 2020, we are willing to operate a pilot program where a training institution may

register for a psychomotor examination and pay a convenience payment to defer the costs of the state representative and conduct a practical examination for under fifteen (15) candidates. The examination would still be required to have at least eight (8) candidates even with the convenience payment.

The convenience payment, which again is a voluntary option to conduct an examination, would be paid at the time the Practical Examination Reservation Form is completed. If the training institution believes the minimum number of fifteen (15) candidates will be met, then they may forego the convenience charge at the time of the reservation but it would be due the seven (7) days before the psychomotor examination if the minimum participation has not been met.

The convenience payment can be paid via credit card or via check payable to the "IDHS-EMS Education Fund." The charge for the remainder of 2020 for the pilot program is set at \$100.00.

Optimally, we will have psychomotor examinations with fifteen (15) candidates or a training institution will combine with another testing site or relocate the candidates to another examination. This should help preserve the state representative program. However, the convenience payment is a means that some training institutions may still exercise psychomotor testing below the minimum numbers IF the training institution so chooses.