

 <p>County of San Diego <b>EMS</b> A Division of San Diego County Fire</p>	COMMUNITY PARAMEDICINE	<b>CP-904</b>
	<b>AUTHORIZATION OF COMMUNITY PARAMEDIC CONTINUING EDUCATION PROVIDERS</b>	
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**I. PURPOSE**

To establish a process for authorization of community paramedic continuing education providers.

**II. AUTHORITY:** Health and Safety Code, Division 2.5, Sections 1797.214 and 1797.220. California Code of Regulations, Title 22, Division 9, Chapter 5, Sections 100181 and 100182.

**III. DEFINITION(S)**

**Authorized Provider:** An individual or organization who meets the requirements of California Code of Regulations, Title 22, Division 9, Chapter 11 and is approved to conduct Continuing Education (CE) courses, classes, activities, or experiences. The individual or organization must also meet the requirements to issue earned continuing education hours to emergency medical services (EMS) personnel for the purpose of maintaining certification/licensure or re-establishing lapsed certification or licensure within the State of California.

**IV. POLICY**

- A.** County of San Diego Emergency Medical Services Office (CoSD EMS) will approve, for the purposes of recertification, re-licensure, reaccreditation, or reauthorization, those CE activities sponsored by providers who are designated as authorized providers of CE and who comply with San Diego County policies, procedures, and guidelines for EMS CE providers.
- B.** To be considered as a community paramedic CE provider, agencies must already be authorized providers of advanced life support (ALS)-level CE credits in accordance with policy S-306 Designation of Authorized Emergency Medical Services Continuing Education Providers.
- C.** Agencies that meet the requirement in (B) must submit all of the following materials to CoSD EMS to be designated and authorized as a community paramedic CE provider:
  1. Completed Continuing Education Provider for Community Paramedicine Application at least sixty (60) days prior to the first educational activity.
  2. CE provider fee. Contact CoSD EMS directly for a current fee schedule.

**San Diego County Emergency Medical Services Office  
Policy / Procedure / Protocol**

- D.** CoSD EMS shall approve or reject the request within sixty (60) days of receipt of a completed application.
  - 1. Within fourteen (14) working days of receipt of a request for approval, CoSD EMS will notify the CE provider that the request has been received and shall specify what information is missing, if any.
  - 2. If the request is approved, CoSD EMS will issue a CE provider number. Approved agencies must agree to comply with all guidelines pertaining to authorized EMS CE providers. These guidelines are described in the CoSD EMS Continuing Education Handbook for EMS Personnel.
  - 3. If the request is denied, CoSD EMS will notify the applicant.
  
- E.** Designation as an authorized provider shall be for a four-year (4) period, after which each provider must reapply. To maintain continuous approval, the renewal application must be submitted at least sixty (60) days prior to the CE provider expiration date.
  
- F.** Authorized providers are subject to periodic reviews of course outlines, attendance records, instructor qualifications, or other material pertaining to courses presented by the provider for CE credit. CoSD EMS staff will conduct these reviews.
  
- G.** Non-compliance with any criterion required for CE provider approval, use of any unqualified teaching personnel, or noncompliance with any other applicable provision of state or local regulations may result in denial, probation, suspension, or revocation of CE provider approval by CoSD EMS.