

**Chapter: COUNTY Of SAN DIEGO EMERGENCY MEDICAL SERVICES**  
**Key Words: Policy/Procedure/Protocol**

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**SUBJECT:** EMT Training Programs

**POLICY NO:** B-351

**PAGE:** 1 of 2

**DATE:** July 1, 2017

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**AUTHORITY:** Health and Safety Code, Division 2.5, Sections 1797.170, 1797.208, and 1797.214.

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## **I. PURPOSE**

To establish a mechanism for application and approval of Emergency Medical Technician (EMT) training programs in San Diego County.

## **II. POLICY**

- A.** All EMT training programs must meet the requirements of the California Code of Regulations, Title 22, Division 9, Chapter 2, pertaining to EMT training program approval, and the County of San Diego, Emergency Medical Service (CoSD EMS) requirements listed in the attached training program application (B-351 Attachment A).
- B.** All EMT training programs must have approval of CoSD EMS prior to the program being offered. To receive program approval, requesting training programs must apply for approval to CoSD EMS and shall submit all materials listed in the attached training program application (B-351 Attachment A).
- C.** Program approval or disapproval shall be made in writing by CoSD EMS to the requesting training program within a reasonable period of time after receipt of all required documentation. This period of time shall not exceed three months.
- D.** CoSD EMS shall establish the effective date of program approval, in writing, upon the satisfactory documentation of compliance with all program requirements.
- E.** Program approval shall be for four years following the effective date of approval and may be renewed every four years, subject to the procedure for program approval specified in Section C above.

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- F.** All approved EMT training programs shall be subject to periodic review including, but not limited to:
  1. Periodic review of all program materials
  2. Periodic on-site evaluation by CoSD EMS
- G.** All approved training programs shall notify CoSD EMS in writing in advance when possible, and in all cases, within 30 days of any change in address, phone number, contact person, course content, hours of instruction, program director, program clinical coordinator, or principal instructor(s).
- H.** All approved training programs shall report, in writing, the name and address of each person receiving a course completion record and the date of course completion to CoSD EMS within 15 days of course completion.
- I.** Noncompliance with any criterion required for program approval, use of any unqualified teaching personnel, or noncompliance with any other applicable provision of the above may result in withdrawal, suspension, or revocation of program approval by CoSD EMS, subject to the provision that an approved EMT training program shall have a reasonable opportunity to comply with these regulations, but in no case shall the time exceed 60 days from the date of written notice to withdraw program approval.
- J.** Training programs shall carry liability insurance on their students.

**III. ATTACHMENTS**

- A. B-351A (B-351 Attachment A):** Application Form – EMT Training Program