

**PURPOSE:**

The purpose of this policy is to establish the minimum requirements for the evaluation and performance of quality improvement for EMT enhanced skills by EMS service providers operating within the organized EMS system.

**AUTHORITY:**

Health and Safety Code, Division 2.5, Section 1797.220, 1797.227, 1797.252, 1798 (a) California Code of Regulations, Title 22, Division 9, Chapter 12, 100400, 100401, 100404.

**DEFINITIONS:**

- A. "EMS Service Providers" means those ambulance services, fire departments, fire districts or other entities operating within the organized EMS system.
- B. "Enhanced Skills EMT" means an EMT that is appropriately trained, meets competency standards, and is functioning as a part of the organized San Joaquin County EMS System.
- C. "Organized EMS system" means those entities included in the San Joaquin County EMS Agency's EMS System Plan as submitted to the Emergency Medical Services Authority pursuant to Health and Safety Code § 1797.254.
- D. "SJCEMSA" means the San Joaquin County Emergency Medical Services (EMS) Agency, which is the designated local emergency medical services agency for San Joaquin County.

**POLICY:**

- I. Each EMS service provider shall have and maintain an EMS Quality Improvement (QI) program that includes all components of EMS Policy No. 6620, Continuous Quality Improvement Process.
- II. Each EMS service provider's EMS QI program shall address the performance of EMT enhanced skills as specified in EMS Policy No. 2360, EMT Scope of Practice. Minimally, the EMS QI program shall address the following:
  - A. Prospective:
    - 1. Adopt a process for onboarding, orientation, knowledge of and ability to perform enhanced EMT skills.
    - 2. Adopt a process for annual refresher training and competency

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Supersedes: N/A

Page 1 of 2

Approved: Signature on file  
Medical Director

Signature on file  
EMS Administrator

- testing of knowledge and ability to perform enhanced EMT skills.
- B. Concurrent:
1. Require and ensure completion of a patient care record (PCR) for each EMS response.
  2. Establish a process for the evaluation of prehospital care personnel through direct observation of performance standards.
  3. Appoint a EMS QI liaison who is qualified by education and experience for the oversight and responsibility of the EMS service provider's EMS QI program.
- C. Retrospective:
1. At a minimum, review each administration of an enhanced EMT skill medication within 24 hours of occurrence to determine if the:
    - a. Medication or intervention was indicated by SJCEMSA BLS treatment protocol.
    - b. Correct patient received the medication or intervention.
    - c. Correct medication was administered or correct intervention was performed.
    - d. Correct medication dose was administered.
    - e. Correct medication route was used.
    - f. Documentation of patient condition warranted medication or intervention.
    - g. Documentation of medication administration or intervention meets standards.
    - h. Any complications occurred.
- III. Reporting:
- A. A PCR shall be completed for each EMS response in compliance with EMS Policy No, 6302, EMS Patient Care Record Access and Data Requirements.
- B. EMS service providers shall complete and submit to SJCEMSA an EMS Policy No. 6621A, EMT Enhanced Skill Medication Audit Form for every occurrence of EMT enhanced skill medication administration. EMS service providers shall submit completed audit forms the preceding month by the 15th day of following month.