

**PURPOSE:** The purpose of this policy is to specify the requirements ALS providers shall adhere to in demonstrating competency for infrequently used skills by ALS personnel.

**AUTHORITY:** Health and Safety Code, Division 2.5, Section 1797.220 & 1798 et seq.

**DEFINITIONS:**

A. "Infrequently Used Skills "means ALS procedures that have been identified through the CQI process as an area performed on an infrequent basis within the San Joaquin EMS system which requires on-going training to maintain competency.

**POLICY:**

I. Provider Responsibilities:

- A. Demonstration of competency in infrequently utilized skills is to be performed in a training environment using mannequins.
- B. Providers are required to develop a process that affords all ALS personnel the opportunity to demonstrate competency at the required intervals.
- C. Providers and ALS personnel shall follow the process specified in EMS Agency Policy when verifying an infrequently used skill.
- D. Providers shall track individual employees training records using a spreadsheet or other EMS Agency approved format. The spreadsheet or other approved format may be used to track infrequently used skills training in lieu of the EMS Agency's performance criteria check sheets. Regardless of the record keeping format providers are required to utilize the EMS Agency's performance criteria when verifying skills.
- E. Providers shall ensure sufficient training equipment and supplies are available to implement this Policy.
- F. Providers shall make records available to the EMS Agency, upon request, to demonstrate compliance with this Policy.

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Medical Director

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EMS Administrator

- G. The infrequently used skills and minimum intervals at which competency shall be demonstrated by ALS personnel are as follows:
1. Adult Endotracheal Intubation – Quarterly
  2. Pediatric Endotracheal Intubation – Quarterly
  3. Nasotracheal Intubation – Quarterly
  4. King Airway - Quarterly
  5. Transcutaneous Cardiac Pacing – Annually
  6. Intraosseous Infusions – Annually
  7. Needle Thoracostomy – Annually
  8. Needle Cricothyrotomy – Annually
- H. Upon recommendation of the majority of the members of the CQI Council, the Medical Director may increase the frequency of the training intervals to bi-monthly. However, the Medical Director reserves the right to increase or decrease the frequency of infrequently used skills' training based on his/her professional medical judgment regardless of the recommendations from the CQI Council.

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