



**TITLE: PARAMEDIC STUDENT FIELD INTERNSHIP AUTHORIZATION EMS Policy No. 2571**

**PURPOSE:** The purpose of this policy is to establish the requirements and the process for paramedic students to conduct field internships in San Joaquin County.

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

**DEFINITIONS:**

- A. "Paramedic Intern" or "Intern" means a paramedic student that has completed didactic and clinical portions of paramedic training and is eligible for and who is in the process of completing the field internship portion of paramedic training.
- B. "Paramedic Preceptor" or "Preceptor" means a licensed and accredited paramedic that is authorized to supervise and instruct paramedic students during their field internship.

**POLICY:**

- I. Paramedic interns shall only be assigned to a preceptor approved by the San Joaquin County EMS Agency.
- II. Paramedic interns are prohibited from being assigned to a preceptor who may have a conflict of interest as identified by the preceptor, the intern, the school, the provider, or the EMS Agency.
- III. All paramedic students accepted for field internships shall at a minimum meet the requirements of California Code of Regulations, Title 22, Chapter 4, Section 100153 and San Joaquin County EMS Agency Policy No. 2571.
- IV. Paramedic Intern Authorization:
  - A. Paramedic students from approved paramedic programs may apply to the EMS Agency for authorization to conduct a field internship in San Joaquin County by:
    - 1. Submitting a complete Paramedic Intern Application packet which includes but may not be limited to:
      - a. Copy of a current valid California EMT certification card.
      - b. Copy of a current healthcare provider CPR Certification, issued from American Heart Association, American Red Cross, or programs approved by the EMS Agency.
      - c. Valid state identification card (i.e., driver's license) or valid federal identification (i.e., military identification).

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2. Paying the Paramedic Student Field Internship application fee established by the Board of Supervisors. All fees are non-refundable and non-transferable.
  3. Maintaining State of California EMT certification during the internship.
  4. Attending the Paramedic Accreditation Orientation (PAO) course conducted by the EMS Agency.
    - a. Pass with a score of 80% or higher a closed book examination of the San Joaquin County EMS Policies. (Refer to the Testing Procedures section of this policy for information on scores of below 80%).
    - b. Pass the San Joaquin County expanded scope of practice skills examination.
- B. Applicants successfully completing the requirement of paragraph IV. A. above shall be authorized to conduct a field internship in San Joaquin County.
- C. Paramedic Intern authorization shall be valid until the student completes or fails the internship but in no event shall the authorization exceed six months without the express written approval of the EMS Agency.
- V. Paramedic Intern Responsibilities:
- A. Paramedic interns shall complete all requirements established by the ALS provider prior to the start of the field internship including but not limited to completion of an application, waiver of liability, employee orientation, pre-internship physical, and vaccination verification.
  - B. Paramedic interns shall endeavor to master the skills and abilities of a licensed paramedic.
  - C. Paramedic interns shall endeavor to become thoroughly knowledgeable of and adhere to all EMS Agency policies and procedures with a special emphasis on field operations, clinical care, and preceptor/student oversight and responsibilities.
  - D. Paramedic interns shall complete all required patient care, ALS service provider, and paramedic training program documentation before going off shift.
  - E. Paramedic interns who are aware that the paramedic preceptor has not reviewed and approved the patient care, ALS service provider, and paramedic training program documentation before going off shift must report such an occurrence to the ALS service provider's CQI coordinator and the training program.

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- F. Paramedic interns, paramedic preceptors, and paramedic training programs shall not make or retain copies of patient care records or other medical records or other restricted documents.
  - G. Paramedic interns shall abide by the ALS service provider dress code and appearance standards.
  - H. Paramedic interns shall wear an identification tag with their name and the phrase "Paramedic Student" or "Paramedic Intern" while performing their field internship.
  - I. Paramedic interns shall have in their possession at all times a paramedic intern authorization card issued by the San Joaquin County EMS Agency.
  - J. Paramedic interns shall only conduct their field internship with their assigned paramedic preceptor and assigned ALS service provider.
  - K. Paramedic interns shall not fulfill the minimum staffing requirements of an ambulance or fire apparatus with less than three (3) personnel.
  - L. Paramedic intern assignments shall be limited to duties associated with the student's training or the student training program.
  - M. Paramedic interns shall actively participate in daily evaluations with their paramedic preceptor.
- VI. Upon completion of their field internship paramedic interns shall submit a student evaluation of their paramedic preceptor and paramedic training program utilizing EMS Agency Form 2571B.
- VII. In order to prevent conflicts of interest paramedic interns are prohibited from making payments or offering gratuities to paramedic preceptors.
- VIII. Paramedic interns shall comply with the requirements of this policy and the written agreement between the ALS service provider and paramedic training program.
- IX. The EMS Agency may suspend or revoke a paramedic student's authorization to conduct a field internship for cause or for the failure of the student or paramedic training program to adhere to EMS Agency policy.

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