

# Preceptor Information

Thank you for your contribution to the School of EMS. We are committed to providing high-quality EMS education to strengthen the pre-hospital link in the chain of the health care team. You are an important part of both the chain and of our SOE team. We look forward to your participation in the education of these students.

## Institutional Catalogue

A copy of our institutional catalogue can be found at <https://www.schoolofems.org/catalog-202200/>



## Course Schedule

Attached you will find an example of an EMT Course Schedule and a Paramedic Course Schedule. Our classes start almost monthly, so please ask the student to provide information on their current progress. (See Page 2)

## Scope of Practice

Attached you will find the EMT and the Paramedic Student Scope of Practice. You can also find a copy of our Clinical Handbook and other Clinical Information at <https://www.schoolofems.org/clinicals/>.

All skills performed are at the discretion of the preceptor. (See Page 3)



## Student Uniform

Students should arrive for a shift wearing their School of EMS Polo, black or navy EMS pants or slacks, black closed toe shoes or boots, and a SOE Photo ID Badge.

## Shift Documentation

Students will be completing patient care forms and evaluations online via the following website: <https://www.schoolofems.org/pcr/>. Students can document using their cellphones. Please be aware that the evaluations must be completed prior to leaving the shift. Students will complete page one of the evaluation and then hand over their device for the preceptor to complete the second page. (See Page 4)

## Preceptor Expectations of the Student

Preceptors should expect the student to arrive on time, maintain patient confidentiality, follow instructions, and actively participate in patient care. Capstone Training Video <https://www.schoolofems.org/preceptors/>



## Student Expectations of the Preceptor

Students will require guidance, feedback, and evaluations.

## Clinical Objectives and Minimum Hours Required

These can be found in the Clinical Handbook at <https://www.schoolofems.org/clinicals/>



## Student Minimum Competency Matrix and Minimum Hours

Students will need to meet a minimum number of patient contacts, pathologies/complaints, and skills. (See pages 6 & 7)

## Questions or Concerns

If you have immediate questions or concerns, please contact one of the following:

Vicky LaMay, Director of Clinical Services      Phone: 903-385-3647      email: [vglamay@schoolofems.org](mailto:vglamay@schoolofems.org)

DJ Wright, Clinical Manager      Phone: 903-405-3100      email: [dwright@schoolofems.org](mailto:dwright@schoolofems.org)

If you would like to discuss the student progress at a later date, please add your contact information when completing the student evaluation.

Thank you once again for your commitment to this educational program.

# Preceptor Information

## Course Schedule

Week	Paramedic Course	EMT Course
0	Welcome and Orientation	Welcome and Orientation
1	Intro 1	Foundations
2	Intro 2	Human Body
3	Assessment	On Scene
4	ALS Skills	Resuscitation
5	Airway	Exam 1
6	201 Midterm	Medical 1
7	Drug Calculations	Medical 2
8	Patho 1	Trauma 1
9	Patho 2	Trauma 2
10	Review	Trauma 3
11	EMS 201 Final	Exam 2
12	Trauma 1	Special 1
13	Trauma 2	Special 2
14	Trauma 3	Ops
15	Respiratory	NIMS / Review
16	Respiratory	<b>Final Exam</b>
17	Neurology	
18	Cardiology A&P	
19	EMS 202 Midterm	
20	Cardiology 2	
21	Cardiology 3	
22	Cardiology 4	
23	Cardiology 5	
24	Cardiology 6	
25	ACLS/ PHTLS	
26	Medical 1	
27	Medical 2	
28	Medical 3	
29	Medical 4	
30	EMS 202 Final	
31	OB/ GYN	
32	Neonatology	
33	Pediatrics	
34	EMS 203 Midterm	
35	At-Risk Patients	
36	Special Populations	
37	EMS Operations	
38	Special Operations	
39	EPC / 203 Final	
40	Exam 1	
41	Exam 2	
42	Exam 3	
43	Exam 4	
44	Exam 5	
45	<b>EMS 206 Final Exam</b>	

# Preceptor Information

## Scope of Practice

Skills performed are at the discretion of the preceptor.

EMT	PARAMEDIC
<b>ASSESSMENT PSYCHOMOTOR SKILL SET</b>	
<ul style="list-style-type: none"> <li>Obtain primary and secondary surveys</li> <li>Obtain present and past medical histories</li> <li>Perform a detailed physical exam</li> </ul>	<ul style="list-style-type: none"> <li>Team-lead the call as allowed by preceptor</li> <li>Evaluate blood gases and laboratory results</li> </ul>
<b>AIRWAY AND BREATHING PSYCHOMOTOR SKILL SET</b>	
<ul style="list-style-type: none"> <li>Basic Airway Adjuncts</li> <li>Manual Ventilation</li> <li>Suction</li> <li>Supraglottic airway insertion</li> <li>CPAP</li> <li>Stoma/tracheostomy suction</li> <li>Basic FBAO removal</li> </ul>	<ul style="list-style-type: none"> <li>Endotracheal intubation/endotracheal suctioning</li> <li>Cricothyrotomy</li> <li>Needle decompression of the chest</li> <li>ETCO<sub>2</sub>/Capnography monitoring</li> <li>FBAO removal by direct laryngoscopy</li> <li>Ventilator management</li> <li>NG/OG tube insertion/removal</li> <li>Stoma/tracheostomy management</li> </ul>
<b>CARDIAC PSYCHOMOTOR SKILL SET</b>	
<ul style="list-style-type: none"> <li>Use of AED</li> <li>CPR</li> <li>Acquisition of 12-lead ECGs</li> </ul>	<ul style="list-style-type: none"> <li>Defibrillation/Synchronized cardioversion</li> <li>Transcutaneous pacing</li> <li>Interpretation of ECGs</li> <li>Interpretation of 12-lead ECGs</li> </ul>
<b>TRAUMA PSYCHOMOTOR SKILL SET</b>	
<ul style="list-style-type: none"> <li>Bleeding Control</li> <li>Bandaging and Splinting</li> <li>Spinal Motion Restriction</li> </ul>	<ul style="list-style-type: none"> <li>Needle decompression of the chest</li> </ul>
<b>MEDICAL/OTHER PSYCHOMOTOR SKILL SET</b>	
<ul style="list-style-type: none"> <li>Uterine massage for control of post-partum hemorrhage</li> <li>Assist in delivery of a newborn</li> <li>Assist in basic resuscitation of the newborn</li> </ul>	<ul style="list-style-type: none"> <li>NG/OG tube insertion</li> <li>Assist in advanced resuscitation of the newborn</li> </ul>
<b>PHARMACOLOGIC PSYCHOMOTOR SKILL SET</b>	
<ul style="list-style-type: none"> <li>Oxygen Administration</li> <li>Use of Epinephrine Auto Injector</li> <li>Use of Metered Dose Inhaler</li> <li>Medication nebulization</li> <li>Nitroglycerin SL</li> <li>Narcan IN</li> <li>Activated Charcoal PO</li> <li>Oral Glucose</li> </ul>	<ul style="list-style-type: none"> <li>Peripheral IV insertion</li> <li>Management of IV infusions/pumps</li> <li>Drawing of medications</li> <li>IO insertion</li> <li>Venous blood draws</li> <li>Administration of medications (all routes)</li> <li>Rapid sequence intubation</li> </ul>
<b>OPERATIONAL PSYCHOMOTOR SKILL SET</b>	
<ul style="list-style-type: none"> <li>Assist in transporting patients to another department in the hospital</li> <li>Use of mechanical restraints</li> </ul>	

# Preceptor Information

## Patient Care Form Content:

1. Preceptor's Name
2. Preceptor's Email (Optional)
3. Department patient was encountered
4. Patient's Age Group
5. Primary Impression
6. Secondary Impression
7. Skills Student Performed
8. Patient's Disposition (EMS PCR Only)
9. Narrative (EMS PCR Only)
10. EKG Interpretation (Paramedic EMS PCR Only)
11. Document Upload (Paramedic EMS PCR Only)

## Evaluation Content:

### Filled out by Student

- Date of Shift
- EMS or Hospital Shift
- Agency Name
- EMS Unit Number or Hospital Unit

### Filled out by Preceptor

- Professional Behavior and Attitude
- Oral and Written Communication
- Skills and Safety
- Clinical Impression
- Treatment Plan
- Overall Rating
- Additional Comments
- Preceptor Name
- State/Territory of Preceptor Certification
- Preceptor Certification/License Type
- Preceptor State ID number (Optional)
- Request to speak to SOE Clinical Representative

# Preceptor Information

## Paramedic Student Minimum Competency Matrix and Hours:

Paramedic Student Minimum Competency <u>Table 1</u> Ages in Clinical or Field (Can be combined with Table 2 Pathology or Complaint)	Formative Prior to Capstone	Summative After Formative is Completed, but can be started prior to the Capstone Phase	Student Total Individual Count
Pediatrics (Newborns to 18 yo) Formative Breakdown by age <ul style="list-style-type: none"> <li>• 2 Neonate (birth to 30 days)</li> <li>• 2 Infant (1-12 months)</li> <li>• 2 Toddler (1-2 years)</li> <li>• 2 Preschool (3-5 years)</li> <li>• 2 School-Aged/Preadolescent (6-12 years)</li> <li>• 2 Adolescent (13 to 18 years)</li> </ul>	15	15	30
Adult (19 to 64 years)	30	30	60
Geriatric (65 years and older)	9	9	18
<b>Total</b>	<b>54</b>	<b>54</b>	<b>108</b>

Paramedic Student Minimum Competency <u>Table 2</u> Conditions by Pathology or Complaint in Clinical or Field (Can be combined with Table 1 Ages)	Formative Prior to Capstone	Summative After Formative is Completed, but can be started prior to the Capstone Phase	Student Total Individual Count
Trauma	18	9	27
Psychiatric/Behavioral	12	6	18
Cardiac Pathology or Complaint	12	6	18
Cardiac Dysrhythmia	10	6	16
Medical Neurologic Pathology or Complaint	8	4	12
Respiratory Pathology or Complaint	8	4	12
Other Medical Condition or Complaints	12	6	18
<b>Total</b>	<b>88</b>	<b>46</b>	<b>134</b>

(Continued on next page)

# Preceptor Information

## Paramedic Student Minimum Competency Matrix and Hours (continued):

Paramedic Student Minimum Competency <u>Table 3 Skills in Clinical and/or Field</u>	Total Minimum
Establish IV Access	25
Administer Bolus Medication	10
IM Injections	2

Paramedic Student Minimum Competency <u>Table 4 Field Experience/Capstone Field Internship</u>	Prior to Capstone Team Leads	During Capstone ONLY
<b>Team Member or Team Leader</b> (Can be done before or during Capstone)	30	
<b>Team Leads in Capstone Field Internship</b> (During Capstone Phase ONLY)		20

Paramedic Hours	Prior to Capstone	During Capstone
<b>Minimum of 408 Hours</b> But students can do more	Minimum of 312 Hours: <ul style="list-style-type: none"> <li>• 12 Hospital</li> <li>• 192 Ambulance</li> <li>• 108 Hospital and/or Ambulance</li> </ul>	
		96 Hours Ambulance

## EMT Student Minimum Competency and Hours:

- 60 Hours Total Minimum
  - 12 Hospital
    - 1 Patient documented per shift
  - 36 Ambulance
    - 5 Patients (911 Transports)
  - 12 Hospital or Ambulance