

Category:	Certification/Accreditation/Authorization	Policy No:	3103
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	Continuing Education		01/01/2003

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## **CONTINUING EDUCATION**

### **I. PURPOSE**

To identify the process under which continuing education will be approved and provided in Marin County for prehospital personnel.

### **II. DEFINITIONS**

- A. A *Continuing Education Provider* is an entity who meets the requirements in “Guidelines for Prehospital Continuing Education” and has been approved to provide continuing education programs for prehospital personnel.
- B. The *approving agency* is either the local EMS Agency (if the CE provider has headquarters in that jurisdictional area) or the EMS Authority (if the CE provider is headquartered out of state or is a statewide public safety agency).
- C. *Continuing education for prehospital personnel* applies to all EMT-I and EMT-P personnel and to that portion of continuing education needed by MICNs to maintain their Marin County authorization.

### **III. POLICY**

- A. Marin County continuing education for prehospital personnel will follow all guidelines and recommendations contained in the EMSA publication “Guidelines for Prehospital Continuing Education” and all regulations specific to categories of prehospital personnel.
- B. Persons interested in providing continuing education for prehospital personnel will contact the EMS Office and request the CE approval packet, which will include a copy of “Guidelines for Prehospital Continuing Education” and an application for provider status (Appendix A).
- C. Approval as a CE provider will be for a period of four (4) years unless otherwise altered according to the provisions in the guidelines.
- D. The approving agency may audit provider records at any time and will monitor a class taught by each provider at least once in each four- year period.