

COUNTY OF VENTURA  
HEALTH CARE AGENCYEMERGENCY MEDICAL SERVICES  
POLICIES AND PROCEDURES

Policy Title: Pre-Hospital Personnel Mandatory Training Requirements		Policy Number: 334
APPROVED: Administration:	Steven L. Carroll, Paramedic 	Date: January 1, 2026
APPROVED: Medical Director:	Daniel Shepherd, M.D. 	Date: January 1, 2026
Origination Date: Date Revised: Date Last Reviewed: Review Date:	September 14, 2000 September 11, 2025 September 11, 2025 September 30, 2028	Effective Date: January 1, 2026

- I. PURPOSE: To define the requirements for mandatory training sessions for EMTs employed by an approved prehospital provider agency, Paramedics, MICNs and Flight Nurses in Ventura County.
- II. AUTHORITY: Title 22, California Code of Regulation, Division 9, Section 100175 and Chapter 6. Health and Safety Code Section 1797.214, 1797.220 and 1798.200.
- III. POLICY: All pre-hospital personnel have requirements for on-going authorization or accreditation to provide pre-hospital care in Ventura County. These requirements are outlined in VCEMS Policies 315 and 318 for Paramedics, 301, 303, 803 for EMTs, and 1201 for Flight Personnel (Nurses and EMTs) and 322 for MICNs.  
Unless specifically stated on a course completion or some other correspondence from VCEMS, a mandatory training course is viewed as valid for two years through the end of the month during which the course completion was issued.
- IV. PROCEDURE:
  - A. EMS Updates – Applies to all personnel listed above.  
Personnel shall attend mandatory education and/or testing on updates to local policies and procedures (EMS Update), which will be presented by the Ventura County EMS Agency in the Spring and the Fall of each year.
    1. Prehospital Services Committee members who attend 75% of the scheduled meetings over the previous 6 months may have this requirement waived.
  - B. MCI Training – Applies to all personnel listed above.
    1. Personnel shall attend MCI training within 6 months of initially starting the certification or accreditation process and complete an MCI Refresher every 2 years as indicated in VCEMS Policy 131.

C. Resuscitation Training

1. Cardiac Arrest Management (CAM) – EMTs, Paramedics and Flight Nurses shall be required to complete the CAM initial training within three months of employment and will be required to complete a CAM refresher every two years.
2. Adult Resuscitation – Paramedic, MICN, and Flight Nurse shall obtain AHA ACLS certification or American Red Cross ALS certification within three months of initially starting the certification or accreditation process (requires both cognitive and skills testing). Adult resuscitation certification must be maintained as current while practicing in Ventura County.
3. Pediatric – Paramedics and Flight Nurses shall obtain a Handtevy Pediatric Provider course completion certification within 3 months of initially starting the accreditation/authorization process. Handtevy may be repeated every two years as a means of maintaining pediatric training requirements. Pediatric Advanced Life Support (AHA or American Red Cross), Pediatric Education for Prehospital Providers (PEPP), or Emergency Nurse Pediatric Course (ENPC) may also be maintained every two years after the initial Handtevy course completion as a means of meeting this pediatric training requirement.

D. Paramedic Skills Verification – Applies to Paramedics only.

1. Paramedics are required to demonstrate competency in skills and assessment, as well as VCEMS policies and procedures.
2. The LEMSA Medical Director will establish requirements for demonstration of competency in coordination with ALS Agencies.

E. Failure to complete mandatory requirements:

1. Independent Practice Paramedics who fail to complete any of these requirements will have their authorization suspended in accordance with VCEMS Policy 318. The Paramedic's accreditation to practice in Ventura County maybe suspended after the State required 15-day notice until the reinstatement criteria has been met.
2. All other required personnel who fail to complete these requirements will have their authorization suspended until the reinstatement criteria has been met.
3. Reinstatement of authorization or accreditation:
  - a. Personnel who have not completed or maintained Resuscitation Training (CAM, Adult, or Pediatric requirements), EMS Update, MCI, or Paramedic Skills Verification as outlined above must complete the needed requirements and provide documentation of completion to VCEMS for reinstatement.

**Appendix A**

PARAMEDIC NAME	AGENCY	LICENSE #
<b>RESUSCITATION TRAINING</b>	<b>TARGET DATE</b>	<b>DATE ATTENDED</b>
1. ACLS	EMS Office Use	
2. Pediatric Course	EMS Office Use	
3. CAM Course	EMS Office Use	
<b>EMS UPDATE</b> (Held in Spring and Fall each year)	<b>TARGET DATE</b>	<b>DATE ATTENDED</b>
4. EMS Update #1	EMS Office Use	
EMS Update #2	EMS Office Use	
EMS Update #3	EMS Office Use	
EMS Update #4	EMS Office Use	
<b>MCI COURSE</b> (Refresher course required every 2 years)	<b>TARGET DATE</b>	<b>DATE ATTENDED</b>
5. Ventura County MCI Course	EMS Office Use	
<b>PARAMEDIC SKILLS VERIFICATION</b>	<b>TARGET DATE</b>	<b>DATE VERIFIED</b>
6. Agency Skills Verification	EMS Office Use	

This tracking sheet must be submitted at time of Paramedic Accreditation Reverification as outlined in VCEMS Policy 315.