

PROGRAM APPROVAL – GENERAL GUIDELINES (# 4000)

Alameda County EMS is responsible for approving training programs according to Division 2.5 of the Health and Safety Code, Section 1797 and Title 22, Division 9.

1. Programs that require approval from the Alameda County EMS Agency include, but are not limited to:

Program

Standard

- Emergency Medical Dispatcher training Title 22, Chapter 10, Policy #4050
- EMT-1 training program Title 22, Chapter 2 (requirements)
..... Policy #4601 (application)
- Public safety AED..... Title 22, Chapter 1.5,
..... Policy #4205
- Paramedic training program Title 22, Chapter 4
- Critical Care Transport Paramedic program..... Policy #4605
- Base Physician Training..... Policy #4500
- 12-lead EKG program Policy #4210
- Defibrillation program Policy #4205
- CE Provider:..... Title 22, Chapter 4 (requirements)
..... Policy #4600 (application)

2. Specific requirements may be found in the appropriate section of Title 22 and/or this section of the Alameda County Policy Manual

3. Programs/courses being submitted for approval **must**:

- ✓ be submitted within the time frame specified in Title 22 and/or Alameda County EMS policies for program approval. If no specific date is mentioned, the time frame for approval is 30 days. **Programs/courses submitted for approval less than the required time may not be approved prior to the course.**
- ✓ follow the structure contained in source document **exactly**, and if not possible, specific references to required content must be provided. (e.g. an EMT-1 training program should exactly follow the required course content in Title 22, Chapter 2, Section 100120. An ACLS equivalency course should exactly follow the content contained in the ACLS Instructor’s manual). Any program/course submitted for approval that does not follow this requirement will be returned *as soon as possible* for correction.

4. It is the responsibility of all program directors to follow the requirements of the program as described in Title 22 or the appropriate Alameda County Policy.

5. Program renewal is the responsibility of the program director. Renewal applications must be received by the EMS Agency in the timeframe specified in Title 22 or Alameda County Policy. If no specific date is specified, program renewal must be submitted 30 days prior to expiration. *If a program/course approval expires, the provider agency will be required to re-apply. Any courses offered following program expiration will not be considered an approved course.*