



County of Louisa

Department of Fire & EMS

EMT Release Packet

Welcome to the Louisa County Department of Fire and EMS and / or Volunteer Agency! Congratulations, on receiving your EMT precepting packet. This packet is for providers certified as an EMT that needs to be released to provide patient care. First and foremost, if at any time throughout this process you feel that you need more direction or have any questions, please do not hesitate to ask! This is your time to learn about us, just as it is our time to learn about you. Your success is our gain! Every effort will be made to accommodate you as a third provider on a transport unit until you become released. However, as situations dictate, occasionally you may be asked to perform as an operator on a two-person unit, if released to do so.

You should have already received a copy of TJEMS protocols and began to study them. There is also a free downloadable App of the protocols for android or iOS as well. You will need to demonstrate competency in knowledge of all documents in this packet. Also included inside this packet are documents to track your progress. Once a call is completed, a Call Sheet Review Summary, and a Preceptor Evaluation Points Summary Form (both found in this packet) should be filled out and placed in this packet for review. You will be issued ten Call Sheet Review Summaries. Once ten call sheets have been completed, the applicable officers of your respective agencies will review them and after discussing how comfortable you are with your skills with you, it will be decided if you need to continue with more calls or are ready for release. Failure to either submit the required documents, gain the recommendation of your Agency Officer, or successful completion of the general knowledge exam will extend your training for up to 90 additional days.

***** EXTENSIONS ***** Be aware that extensions will only be granted on a case by case basis for extenuating circumstances by the OMD, Deputy Chief of EMS or Station Chief

Again, welcome aboard. We hope that you find Louisa County and its Volunteer Agencies as exhilarating and fulfilling as we do. Please remember that the purpose of this program is to acclimate you to us and our department as well as TJEMS region. Constructive criticism is a part of precepting and should be accepted. Open communications is a definite must. Louisa County is located in a region that requires 20 to 60 minutes transport time. Often times this is with critically ill patients. We have no option but to hold our providers to an exceptionally high standard.

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County Fire/Rescue Stations

The preceptee should be able to locate the following stations:

1. Louisa Fire Department Company 1/ Louisa Rescue 1
2. Mineral Fire Department Company 2/ Mineral Rescue 2
3. Bumpass Fire Department/ Lake Anna Rescue 3
4. Holly Grove Fire Department Company 4/ Holly Grove Rescue 4
5. Locust Creek Fire Department Company 5
6. Trevilians Fire and Rescue Company 6
7. Zion's Crossroads Fire and Rescue Company 7
8. Louisa County Office Building

Landing Zones

The preceptee should be able to notify dispatch of the appropriate landing zone for their location in all areas of Louisa County. Be familiar with how to set up a landing zone and give a scene report to incoming aero medical transport.

Some Pre-Established Landing Zones within Louisa County:

Louisa County Airfield (Freeman Field)

Locust Creek Fire Dept

Piedmont Metals

Piedmont Christian School

Trevilians Fire Department

Holly Grove Fire Dept

Bumpass Airfield (Lake Anna Airport)

Zion's Crossroad Dialysis Center

Wares Crossroad (Dickenson's Store)

Mineral Rescue Squad Field

While these are common landing zones, other locations may be considered in the interest of safety or patient care. Under normal circumstances a 100x100 foot, flat location, free from overhead hazards is sufficient. Roadways may also be used as needed.

Louisa County Main Roads

The preceptee should be able to complete a road test by the end of their precepting period, if they are also EVOC certified. Knowledge of all the main roads and the first due area you are assigned are the key to a timely response.

- 1.) Rt. 15 James Madison Hwy
- 2.) Rt. 22 Louisa Rd.
- 3.) Rt. 33 S. Spotswood Trail / Jefferson Highway
- 4.) Rt. 250 Three Notch Rd.
- 5.) Rt. 522 Cross County Rd. / Zachary Taylor Highway
- 6.) Rt. 208 Courthouse Rd. / New Bridge Rd.
- 7.) Rt. 652 Kentucky Springs Rd.
- 8.) Rt. 618 Fredericks Hall / Belches Rd.
- 9.) Rt. 605 Willis Proffitt Rd. / Shannon Hill Rd
- 10.) Rt. 613 Poindexter Rd.

Interstate 64 County Exits: 136, 143, 148, 152(Not Louisa County), and 159

___ ___ **Completed Map Book Training with proficient understanding and ability to use.**

HOSPITALS

* UVA	(434) 924-9287 Reports		HDH – Parham	(804) 747-5770
* UVA	(800) 552-1826 Pegasus		** HDH – Forest	(804) 977-5888
* MCV/VCU	(804) 828-3989		Culpeper	(540) 829-4189
Martha Jefferson	(434) 654-7150		Spotsy Regional	(540) 498-4960 (540) 898-1751
St. Mary’s	(804) 281-8184		** Mary Washington	(540) 741-1111

(* = Level 1 Trauma Center, ** Level 2 Trauma Center)

Communications

Preceptee shall demonstrate ability to effectively communicate with Louisa County Dispatch and UVA Medcom via cellular telephone AND high band mobile radio the following information.

Louisa ECC (Unit status, responding, on scene, etc.)

UVA Medcom: (Patient Reports, Medical Command, Trauma Alert,
Sepsis Alert, Stroke Alert, STEMI Alert, Any critically ill patient.)

Medications (TJEMS / ODEMSA)

For Each Medication listed below, you will need to know the indication, contraindications, side effects, dose routes, and how it is supplied, as well as required to attend the TJEMS BLS Medication class.

Medication	Date	Preceptor	Preceptee
Aspirin			
Nitroglycerin			
Albuterol MDI			
Epi-Pen			
Epi - Pen Jr.			
Glucose			
Zofran			
Albuterol			

TJEMS / Louisa specific policies

Policy	Date	Preceptor	Preceptee
Refusals (all ages)			
Airway Form			
HIPPA / Billing			
Stretcher Operations			
Driver Ops & Response			
Station Standards			

ECG Monitor / AED Operation

Preceptee will be able to demonstrate the knowledge and operation of the ECG Monitor / AED. Preceptee will demonstrate the ability to use all of the specific machine capabilities equal to the certification level of the preceptee.

LIFEPAK 15	Date	Preceptor	Preceptee
12 Lead			
Defibrillation			
NIBP / BP			
SPO2			
Capnography			
Daily Check / Troubleshoot			
Transmit to Facility			

12- Lead Placement

Preceptee shall describe proper anatomical 12 lead electrode placements.

V1	V2	V3
V4	V5	V6

Preceptee can demonstrate proper lead placement for the 12 Lead ECG.

	Date	Preceptor	Preceptee
12 Lead placement			

Specialized equipment

Preceptee shall have thorough knowledge of all departmental equipment, its usage and care. Below is a list of specialized equipment utilized by Louisa County Department of Fire and EMS. Preceptees shall demonstrate its use and discuss applications for each.

Equipment	Date	Preceptor	Preceptee
CPAP			
Lucas			
OPA airway			
NPA airway			
Supraglottic Airway			
BLS Drug Box			
Toughbook/ePCR			
Uploading ECG to ePCR			

Self – Evaluation --- What went well? What could use improvement? Would you do anything differently? Were you prepared enough?

Preceptor Evaluation --- What Impressed you? What would you like to see done differently? Did you agree or disagree with candidate evaluation? Do you feel candidate was able to function and work within the system while keeping a level head?

Process:

___ ___ **Collect 10 BLS calls and all documentation.**

Providers that are released with another EMS agency in Virginia may provide documentation of such from their OMD. This documentation will be provided to our OMD, who may allow a modified release process to occur, however there is no guarantee this will be granted.

BLS Student Precepting Form

(To be completed on each call)

Student ePCR must be attached to this document

CANDIDATE: _____ EVALUATOR: _____ INCIDENT # _____

AFFILIATION: _____ DATE _____ LEVEL OF CERTIFICATION _____

TYPE OF CALL: _____

SCORE "0" SCORE "1" SCORE "2" SCORE "3"

SCENE MANAGEMENT					
KEY ELEMENT	UNSATISFACTORY	NEEDS IMPROVEMENT		EXCELLENT	SCORE
1. Scene survey and safety considerations	Failed to detect any present hazards or ignored safety rules	Detected hazards present but not immediately		Identified hazards and performed in a safe manner	
2. Situation report	Failed to provide situation report	Provided situation report but failed to evaluate resources		Provided situation report and evaluated resources correctly	
3. Direction of team members	Failed to provide direction to team members	Poor direction of team members and available resources		Functioned well as team leader.	
4. Add appropriate resources/help if needed.	Failed to recognize the need for additional resources.			Recognized the need for additional resources.	
5. Interaction w/ patient, fire/ems and bystanders	Rude, abrupt and/or unprofessional conduct			Obtained on scene report from fire/ems personnel, family, bystanders, etc.	
				TOTAL SCORE	
PATIENT ASSESSMENT					
1. Perform a rapid initial assessment	Omitted portions of patient assessment or failed to intervene when necessary	Performed initial but was slow to identify or intervene in a life threatening situation		Demonstrated organized initial with rapid intervention	
2. Correctly identify mechanism of injury and/or nature of illness	Very disorganized patient assessment or failed to obtain pertinent medical or injury history	Obtained an adequate history but is slow in assessment or history gathering		Gathered information efficiently even in difficult situations (i.e. emotionally charged situation)	
3. Perform an appropriate physical exam when indicated	Failed to perform a patient exam and/or findings are inaccurate	Inconsistent in performance of exam. Findings are accurate		Perform exam as indicated and was able to detect subtle findings	
4. Correctly make a transport decision	Failed to identify patient status and transport mode	Recognize patient status but identified incorrect status		Excellent judgment regarding status and transport	
5. Correctly treat identified patient problems	Failed to prioritize treatment for identified problems			Provided appropriate and timely treatment for identified patient's problems	
				TOTAL SCORE	
AIRWAY MANAGEMENT					
Assess Airway - Rapid Assessment	Failed to assess airway status quickly			Successfully assessed airway status quickly	
Airway Intervention - if required	Failed to recognize need for airway intervention	Performed needed intervention but slow to recognize need or made multiple attempts	Performed needed interventions but could improve organization or technique	Successfully performed airway maneuver using good technique and organization	
Assess Airway - Adequate / secondary assessment	Failed to reassess airway status throughout patient contact			Reassessed airway status throughout patient contact	
				TOTAL SCORE	
CIRCULATORY					
Skin Assessment	Failed to assess skin color, temperature, etc			Successfully assessed skin color, temperature, etc.	
8					

BLS Student Precepting Form

(To be completed on each call)

Student ePCR must be attached to this document

Assist ALS with IV setup	Failed to assist ALS provider with IV setup		Assisted ALS provider with IV setup, however needs additional training	Successfully assisted ALS provider with IV setup	
					TOTAL SCORE
MEDICATIONS / MEDICAL COMMAND					
Medication Administration	Failure to identify need for appropriate medication administration			Administered appropriate medication according to protocol or with medical command.	
Medication Indications / Contraindications	Unable to correctly identify the indications and contraindications.			Able to correctly identify the indications and contraindications.	
					TOTAL SCORE
DOCUMENTATION / COMMUNICATIONS					
Call Sheet Documentation	Unfamiliar with how to login to the ePCR or Critical parts of report left out.	Needed help to write report	Completed report, but failed to attach printed Student ePCR report to this form.	Successfully documented all appropriate data on report and included Student ePCR with this form.	
Communications With hospital	Failed to include all Critical parts of report	Needed prompting from Preceptor		Successfully gave report to hospital by radio and to RN, obtaining signatures as required.	
					TOTAL SCORE
EKG / 12-Leads					
Proper 12-Lead placement	Unable to correctly place leads or unable to acquire 12-lead.			Correctly placed leads and successfully acquired 12-lead.	
Use of AED Function	Unable to correctly use AED	Needed prompting from Preceptor		Successfully used the AED	
Ability to Transmit 12-lead to facility.	Unable to transmit to facility	Needed prompting from Preceptor		Successfully transmitted 12-lead to correct facility.	
					TOTAL SCORE

PRECEPTOR COMMENTS:

TOTAL POINTS FROM PAGE 1: _____
TOTAL POINTS FROM THIS PAGE: _____
TOTAL POINTS : _____

PRECEPTOR SIGNATURE

STUDENT SIGNATURE