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**IDAPA 16
TITLE 02
CHAPTER 03**

16.02.03 - EMERGENCY MEDICAL SERVICES

000. LEGAL AUTHORITY.

The Idaho Board of Health and Welfare is authorized under Section 56-1023, Idaho Code, to adopt rules concerning the administration of the Idaho Emergency Medical Services Act, Sections 56-1011 through 56-1023, Idaho Code. The Director is authorized under Section 56-1003, Idaho Code, to supervise and administer an emergency medical service program. (3-29-12)

001. TITLE AND SCOPE.

01. Title. The title of these rules is IDAPA 16.02.03, "Emergency Medical Services." (3-29-12)

02. Scope. These rules include criteria for education programs, certification of instructors, establishment of fees for training, inspections, and certifications. (7-1-14)

002. WRITTEN INTERPRETATIONS.

In accordance with Section 67-5201(19)(b)(iv), Idaho Code, the Department may have written statements that pertain to the interpretation of this chapter, or to the documentation of compliance with these rules. (7-1-14)

003. ADMINISTRATIVE APPEALS.

Administrative appeals and contested cases are governed by the provisions of IDAPA 16.05.03, "Rules Governing Contested Case Proceedings and Declaratory Rulings." (3-29-12)

004. INCORPORATION BY REFERENCE.

There are no documents incorporated by reference into this chapter of rules. (7-1-14)

005. OFFICE -- OFFICE HOURS -- MAILING ADDRESS -- STREET ADDRESS -- TELEPHONE NUMBER -- INTERNET WEBSITE.

01. Office Hours. Office hours are 8 a.m. to 5 p.m., Mountain Time, Monday through Friday, except holidays designated by the state of Idaho. (4-6-05)

02. Mailing Address. The mailing address for the business office is Idaho Department of Health and Welfare, P.O. Box 83720, Boise, ID 83720-0036. (4-6-05)

03. Street Address. (3-29-12)

a. The business office of the Idaho Department of Health and Welfare is located at 450 West State Street, Boise, ID 83702. (4-6-05)

b. The Bureau of Emergency Medical Services and Preparedness is located at 2224 East Old Penitentiary Road, Boise, ID 83712-8249. (7-1-14)

04. Telephone. (3-29-12)

a. The telephone number for the Idaho Department of Health and Welfare is (208) 334-5500. (4-6-05)

b. The telephone number for the Bureau of Emergency Medical Services and Preparedness is (208) 334-4000. The toll-free, phone number is 1-877-554-3367. (7-1-14)

05. Internet Websites. (4-6-05)

a. The Department's internet website is found at <http://www.healthandwelfare.idaho.gov>. (4-6-05)

b. The Emergency Medical Services Bureau's internet website is found at <http://www.idahoems.org>.

(4-6-05)

006. CONFIDENTIALITY OF RECORDS AND PUBLIC RECORDS ACT COMPLIANCE AND REQUESTS.

01. Confidentiality of Records. Any disclosure of confidential information used or disclosed in the course of the Department's business is subject to the restrictions in state or federal law, federal regulation, and Idaho Department of Health and Welfare Rules, IDAPA 16.05.01, "Use and Disclosure of Department Records." (4-6-05)

02. Public Records Act. The Department will comply with Title 74, Chapter 1, Idaho Code, when requests for the examination and copying of public records are made. Unless otherwise exempted, all public records in the custody of the Department are subject to disclosure. (7-1-14)

007. -- 009. (RESERVED)

010. DEFINITIONS.

For the purposes of this chapter, the definitions in IDAPA 16.01.02, "Emergency Medical Services (EMS) -- Rule Definitions" apply. (7-1-14)

011. -- 075. (RESERVED)

076. ADMINISTRATIVE LICENSE OR CERTIFICATION ACTION.

Any license or certification may be suspended, revoked, denied, or retained with conditions for noncompliance with any standard or rule. Administrative license or certification actions, including fines, imposed by the EMS Bureau for any action, conduct, or failure to act which is inconsistent with the professionalism, or standards, or both, are provided under Sections 56-1011 through 56-1023, Idaho Code, and IDAPA 16.01.12, "Emergency Medical Services (EMS) - Complaints, Investigations, and Disciplinary Actions." (3-29-12)

077. -- 199. (RESERVED)

200. EMS EDUCATION PROGRAMS.

EMS education programs must meet all requirements under the standards listed in Section 201 of these rules. In order for the EMS Bureau to verify compliance, the course coordinator must submit an application to the EMS Bureau before the course begins. The EMS Education Program may be approved by the EMS Bureau only if all requirements are met. The EMS education Program must be approved in order for candidates to qualify for access to a certification examination. (3-29-12)

201. STANDARDS.

All initial education programs must be conducted using with the following criteria: (3-29-12)

01. Course Coordinator. Each EMS education program must have a designated course coordinator who has overall responsibility for management of the course and specific duties, including: (3-29-12)

a. Documentation of candidate qualifications, attendance, skill proficiency, and clinical sessions; (7-1-97)

b. Advance scheduling and prior orientation of all other instructors and guest lecturers to the knowledge and skills objectives of the session being taught; (7-1-97)

c. Coordination of access for candidates into health care facilities and licensed EMS services using the curriculum of the course; (3-29-12)

d. Acquisition of equipment for all skills objectives within the curriculum being taught. (7-1-97)

02. Instructor Qualifications. The course instructor(s) conducting EMS education courses must meet the appropriate qualifications established in Sections 225 through 230 of these rules. (3-29-12)

03. Physician Oversight. AEMT and Paramedic education courses must be conducted under the direction of a physician. (3-29-12)

04. Curriculum and Equipment. Education courses must use course curricula approved by the State Health Officer and have access to equipment related to all skills objectives within the curricula. (3-29-12)

202. CERTIFICATION EXAMINATIONS.
Certification examinations will be approved by the State Health Officer and conducted by individuals who are certified or licensed at or above the skill level being examined, or by registered nurses, or by licensed physicians. (3-29-12)

203. MONITORING OF INSTRUCTOR PERFORMANCE.
The EMS Bureau will monitor instructor performance for all EMS education programs, including candidates' performance on National Registry and other standardized examinations, surveys of candidate satisfaction, and results of other evaluation instruments. Summary findings will be made available to licensed EMS services and other organizations sponsoring EMS education programs. (3-29-12)

204. INSPECTION.
Representatives of the EMS Bureau are authorized to enter the training facility at reasonable times, for the purpose of assuring that the training program meets or exceeds the provisions of these rules. (7-1-14)

205. CONSISTENCY WITH SCOPE OF PRACTICE.
All curricula approved for use in Idaho or used as the basis for licensure by a candidate trained elsewhere must be consistent with the scope of practice established by the Commission for the level of licensure requested by the candidate. (3-29-12)

206. CONSISTENCY WITH NATIONAL STANDARDS.
The EMS Bureau considers the National Standard Curriculum and the National EMS Scope of Practice Model as models for design or adaptation of EMS education program content and EMS licensure levels. (3-29-12)

207. -- 224. (RESERVED)

225. QUALIFICATIONS OF EMERGENCY MEDICAL RESPONDER COURSE INSTRUCTORS.
Emergency Medical Responder Course Instructors must be approved by the EMS Bureau, based on being licensed for at least three (3) years at or above the level of the session of the curriculum being taught. (3-29-12)

226. QUALIFICATIONS OF EMT COURSE INSTRUCTORS.
EMT course instructors must be approved by the EMS Bureau, based on the following requirements: (3-29-12)

01. Application. Submission of an application to the EMS Bureau; (7-1-97)

02. Adult Instructional Methodology. Completion of one (1) or more courses approved by the EMS Bureau based on content that includes the following instructional methodologies: (4-6-05)

a. The adult learner; (4-6-05)

b. Learning objectives; (4-6-05)

c. Learning process; (4-6-05)

d. Lesson plans; (4-6-05)

e. Course materials; (4-6-05)

f. Preparation; (4-6-05)

g. Teaching aids; (4-6-05)

- l.** Ambulance unit identification; (3-29-12)
- m.** Identification and licensure level of each ambulance crew member on the response; and (3-29-12)
- n.** Response outcome. (7-1-97)

02. Records to Be Maintained by Non-Transport Agencies. The non-transport agencies must maintain records of each EMS response in a form approved by the EMS Bureau. All applicant non-transport services who submit an application to the EMS Bureau after July 1, 2009, must submit records of each EMS response to the EMS Bureau at least quarterly in a form approved by the EMS Bureau. These records must include at least the following information: (7-1-14)

- a.** Identification of nontransport service; (3-29-12)
- b.** Date of response; (3-29-12)
- c.** Time call received; (3-29-12)
- d.** Time en route to scene; (3-29-12)
- e.** Time arrival at scene; (3-29-12)
- f.** Time service departed scene; (3-29-12)
- g.** Location of incident; (3-29-12)
- h.** Description of illness/injury; (3-29-12)
- i.** Description of patient management; (3-29-12)
- j.** Patient destination; (3-29-12)
- k.** Identification and licensure level of nontransport service personnel on response; and (3-29-12)
- l.** Response outcome. (7-1-97)

301. -- 399. (RESERVED)

400. ADVANCE DO NOT RESUSCITATE (DNR) DIRECTIVES.

01. Protocols. (11-10-94)

a. The EMS Advisory Committee described in IDAPA 16.01.01, "Emergency Medical Services (EMS) -- Advisory Committee," will establish standard protocols for EMS personnel to respond to advance DNR directives. (7-1-14)

b. The protocol will be reviewed at least annually by the EMS Advisory Committee to determine if changes in protocol should be made to reflect technological advances. (11-10-94)

c. The Department will notify Idaho EMS personnel of DNR protocols and any subsequent changes. (3-29-12)

02. Do Not Resuscitate (DNR) Order. (3-29-12)

a. A standard DNR form will be made available to physicians by the Department or its designee. (11-10-94)

b. One (1) copy will be maintained in the patient's file and one (1) copy will be kept by the patient. (11-10-94)

03. Do Not Resuscitate (DNR) Identification. (3-29-12)

a. Only a physician signed DNR order or a Department approved bracelet or necklace will be honored by EMS personnel. (11-10-94)

b. The bracelet or necklace will have an easily identifiable logo that solely represents a DNR code. (11-10-94)

c. The Department will advise EMS personnel of what constitutes an acceptable identification. (11-10-94)

d. No DNR identification may be issued without a valid DNR order in place. (11-10-94)

e. Only vendors authorized by the Department may sell or distribute DNR identifications. (11-10-94)

401. -- 404. (RESERVED)

405. AIR MEDICAL EDUCATION AND TRAINING.

01. Air Medical Criteria. The EMS Bureau will incorporate education and training regarding air medical criteria established in Subsection 405.02 of this rule into initial training curricula and required continuing education of licensed EMS personnel. (7-1-14)

02. Training for Landing Zone Officers. Each licensed EMS agency will assure that EMS licensed personnel, designated as Landing Zone Officers, have completed training in establishing an air medical landing zone based on the following elements: (7-1-14)

a. The required size of a landing zone; (4-11-06)

b. The allowable slope of a landing zone; (4-11-06)

c. The allowable surface conditions; (4-11-06)

d. Hazards and obstructions; (4-11-06)

e. Marking and lighting; (4-11-06)

f. Landing zone communications; and (4-11-06)

g. Landing zone safety. (4-11-06)

406. -- 434. (RESERVED)

435. PERIODIC REVIEW OF EMS SYSTEM DATA.

The EMS Bureau will periodically review service response data with other EMS system data such as those found in the Trauma Registry maintained in accordance with Title 57, Chapter 20, Idaho Code. (7-1-14)

01. Review Air Medical Criteria Every Three Years. The EMS Bureau will review the rules, utilization and effectiveness of air medical criteria every three (3) years. (7-1-14)

02. Air Medical Criteria to be Reviewed. The EMS Bureau review of air medical criteria may include the following: (7-1-14)

a. Licensed EMS service response data; (4-11-06)

- b. Licensed EMS service guidelines; (4-11-06)
 - c. Patient treatment and outcome information; and (4-11-06)
 - d. Trauma Registry data. (4-11-06)
- 03. EMS Bureau Report of Aggregate Data and Findings.** The EMS Bureau will report the aggregate data and findings from the review of air medical criteria to all licensed EMS agencies, hospitals, county commissioners, and EMS medical directors. (7-1-14)

436. -- 999. (RESERVED)

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