



**Emergency Medical Services/ Paramedic Technology Program
Advisory Committee Meeting Minutes**

August 10, 2018

The meeting was called to order by Chairperson Mark Haugen at 9:08 a.m.

Introductions were done as not all members have met.

Advisory Committee members present included Mark Haugen (Chairperson), Carla Hixon (Dean of CET), Kerry Krikava (Government Official), Dan Schaefer (Employer), Shawn Iverson (Biology Instructor), and Kelli Sears (Interim Program Director), Tyler Kientopf joined the meeting by phone.

It was noted that a quorum was not met as Kelli and Carla are not voting members of the Advisory Committee. We will revisit items that need recommendation by the committee during the spring meeting.

Mark called for additional items anyone would like to add to the agenda. Items added include:

- Vacant Clinical Coordinator Position
- Minimum Competencies
- Clinical sites
- Block style scheduling
- Anatomy and Physiology for the Paramedic Program
- CPR Instructor requirement for the paramedic program

It was discussed that with the departure of Darci as Program Director at the end of May and Kelli becoming the Program Director in the interim, that the Clinical Coordinator position previously filled by Kelli was now vacant. BSC has posted the position and will be conducting interviews in the upcoming weeks.

Kelli discussed that minimum competencies would need to be reviewed in the spring for the 2019-2020 cohort as the new appendix G has specific recommendations for minimum numbers. It looks as though we are meeting most of them currently, but given the current staffing and changes the program is experiencing, a more detailed look at these numbers will be addressed for the 2019-2020 cohort. Currently, the students are achieving the minimum numbers established by the program. Dan suggested leaving the numbers "as is" for now.

The committee had a brief discussion about clinical sites and opportunities for improvement of the clinical experience in the hospital setting. Tyler mentioned that the Sanford clinical sites went well as far as Sanford was concerned and that he was optimistic that more sites would be open to both the EMT and Paramedic students for the upcoming year. Kelli agreed with Tyler in that the student evaluations of the clinical sites for Sanford were very positive. Some consistent comments from students regarding St. Alexis did raise some concern, the concern was mostly with preceptor's willingness to work with students. Kelli has been in contact with Melanie at St. Alexis to address this issue for the future. The program is also open to adding clinical sites if it will be of benefit to our students. Kelli and the new clinical coordinator will evaluate this based on student need. Possible additional sites currently being considered are Jamestown Area Ambulance, Standing Rock Ambulance, and Watford City Ambulance. We continue to have sites in Minot, Williston, and Dickinson as well.

Kelli shared plans with the committee to move the Paramedic Program to a daytime program rather than an evening/night/weekend program. It was felt by students and instructors that 8 hour days on the weekends get to be too long and become unproductive, and that lecture until 10 pm at night gets to be too late. We will try a daytime cohort for 2018-2019 with class on Tuesday and Thursday for 6 hours and lab every week for 4 hours instead of every other week for 8 hours. In addition to daytime scheduling, Kelli will be teaching the courses in block style. This is to allow students to focus on one topic at a time and build their knowledge and skill in a cumulative fashion. This approach is being done with an open mind and adjustments may be necessary in the future for improvement.

In looking at prescribed technical requirements for the Paramedic Technology Certificate and AAS degree, Kelli would like to submit proposals for a few changes to the 2019-2020 catalog. The major changes would include removing EMS 201 (Anatomy and Physiology), which is taught within the paramedic program by a paramedic, and replace it with BIOL 115 and BIOL 115 Lab, which would be taught by an Anatomy and Physiology Instructor with more in depth knowledge of human structure and function. Shawn Iverson was supportive of this change as well and is willing to work with the program to ensure available space in this class for the paramedic students. The other change to be proposed to the curriculum review committee would be the removal of CPR Instructor as a prescribed technical requirement for paramedic. BSC is the only program left in the state that still requires it and most students do not wish to be CPR instructors, those that do usually come into the paramedic program already possessing this certification and now have to pay for a class that they don't need just to graduate. This course could be replaced with a "Paramedic Summation" course that coincides with capstone and prepares the student for NREMT, and addresses terminal competency assessment, and a final summative exam, these things are currently being graded under the "EMS Operations" course which is not an accurate assessment of "EMS Operations".

Feedback from the industry included suggestion from Dan to give more emphasis on patient care report documentation. He is seeing that the people he hires do well with patient care and medical knowledge, but could use improvement in their documentation skills. Kelli will discuss this with the new Clinical Coordinator and discuss options for putting more emphasis on documentation, possibly through evaluation and grading documentation of clinical paperwork.

Kelli and Carla led the conversation about medical direction. Prior to the meeting Kelli and Dr. Leingang spoke about his desire to retire in the near future. Dr. Leingang also expressed that he would be willing to continue to fulfill the medical director role until a replacement could be found, but that the search for a new medical director needs to be an active one. Previously Dr. English was planning on taking over medical director duties, however, with recent events at CHI St. Alexis involving the ER physicians and their contracts, Dr. English is no longer working in Bismarck. Kelli and Dr. Leingang discussed that the medical director position should come with some compensation, Carla has addressed this with college administration. The committee discussed starting with around \$1000/month. We will move forward with the search for a new medical director and continue to work with Dr. Leingang as a medical director and as a reference in the development of new medical director contracts and pay. It was mentioned that it would be in BSC's best interest to look to Sanford for a new medical director given the current physician status at CHI is similar to locum. Kelli will make contact with potential physicians recommended by Dr. Leingang.

Kelli gave the 2018 Graduation report:

- 8 students completed the program in July, 12 originally started in August of 2017.
 - 7 of these 8 students have already attempted the NREMT written exam and 6 of those 7 passed on the 1st attempt.
 - All 8 students attempted the psychomotor exam, 6 of the 8 have passed, the other 2 need to retest 1 station. These two are scheduled to retest within a few weeks.
 - All 8 students are placed with jobs, 7 of them in ND and 1 in MN

Kelli reported the expected numbers for the 2018-2019 cohort (these are only expected and not final):

- 9 new paramedic students for fall, then 3 of the attrition students from the 2017-2018 cohort plan to return and complete with this cohort as well.
- We are expecting about 12 for Fall EMT so far.

Mark Haugen discussed the possibility of the University of Mary advertising for EMT and the possibility of financial aid for dual students.

The next meeting is planned for spring, Kelli will send out a scheduling poll for best available times to meet in early spring semester.

The meeting was adjourned by Mark Haugen at 10:29 a.m.

Minutes prepared by Kelli Sears.