

Committee on Accreditation
of Educational Programs for the
Emergency Medical Services Professions

coaemsp.org

March 5, 2018

TO: Sponsoring Organizations for the CoAEMSP
CoAEMSP Board Members

FROM: Tom Brazelton, MD, MPH, FAAP, Chair, CoAEMSP Board of Directors
George W Hatch, Jr., EdD, EMT-P, LP, Executive Director, CoAEMSP

RE: Highlights from the CoAEMSP Quarterly Board Meeting – February 2-3, 2018

The Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP) Board of Directors met on February 1 for subcommittee meetings and February 2-3 for the board meeting in San Diego.

Prior to the three days of face-to-face meetings, the board members met in smaller teams via web meeting for two to six hours each. The members of the CoAEMSP Board of Directors are dedicated and give a great deal of their talents to advancing the mission of the CoAEMSP and the education of future Paramedics. Each board member has stated that it has taken them two to three years to feel comfortable with the business of the board and to feel as though they are ramped up. The CoAEMSP is grateful for each board member's dedication to the mission – to advance the quality of EMS education through accreditation.

The highlights from the meeting:

1. **Program Actions.** Reviewed 97 programs for initial accreditation, continuing accreditation and progress reports.
2. **By the Numbers.** At the time of the board meeting there were **591 CAAHEPⁱ accredited** Paramedic programs and **100 programs** that hold the **CoAEMSP Letter of Review (LoR)**; the LoR is the precursor to CAAHEP accreditation. For a current list of Paramedic programs, visit <https://www.caahep.org/Students/Find-a-Program.aspx>.
3. **Professional Development.** Two times per year in conjunction with the face-to-face meetings, the board of directors and staff engage in professional development. This occurrence focused on crisis communications, and identifying potential crises the CoAEMSP could face. This is the first step toward constructing a formal CoAEMSP Crisis Management Plan.
4. **Workshops & Webinars.** In 2018, the CoAEMSP is hosting three Accreditation Workshops. Each workshop is exceeding maximum capacity. The workshop is geared toward Paramedic program directors and faculty with all levels of experience.

Each year the CoAEMSP processes more than 160 personnel changes for program directors alone. With the continued turnover with program directors, the demand for accreditation workshops will continue.

5. **40th Anniversary in 2018.** CoAEMSP is celebrating its 40th Anniversary this year! The CoAEMSP as we know it today has a rich history that officially began in 1978 with the same concern for the safety of the American public as we so passionately practice today. Throughout the year, we will be adding stories, photos, congratulatory messages, and more to our website [<http://www.coaemsp.org/Anniversary.htm>]. We encourage you to share your stories and memories of the years leading up to the CoAEMSP's official inception, its early years, and those who helped shape the CoAEMSP. Send your recollections, photos, and messages to jennifer@coaemsp.org.

CoAEMSP Board Meeting Highlights

February 2-3, 2018

6. **Finance & Audit Committee** proposed to the board, and subsequently it passed, the 2018-19 budget.
7. **Governance Committee** continues to revise policies and reorganize the CoAEMSP Policy and Procedure Manual for Programs. The policy manual can be found here: http://www.coaemsp.org/Policy_Procedures.htm.
8. **Site Visit & Visitor Committee** conducted a site visitor training workshop on November 30-December 1, 2017 for 12 people. The CoAEMSP currently has 125 site visitors who conduct more than 140 site visits to Paramedic programs seeking or maintaining CAAHEP accreditation. The committee continues to review the site visitor policies and make revisions when necessary. Recently it approved policies for the number of Site Visitors and Length of a Site Visit, Conflict of Interest from a Program Sponsor toward a site visitor, and the biennial Review of each site visitor. For a complete list of policies specific to site visits, the Site Visitor Manual can be found here: https://coaemsp.org/Site_Visits_Visitors.htm > Site Visitor Manual.

The committee is reviewing all of the documents used by programs and site visitors for the site visit process and streamlining those documents to better support its users.

9. **Quality Assurance/Quality Improvement Committee** revised the evaluation tools used to support the Resource Assessment Matrix and hosted a webinar on resource assessment tools. The Annual Report tool is transitioning to an Excel based annual report developed by CoAEMSP; piloting of the new annual report with 200 programs will occur in March and April 2018. The outcomes for which a program must measure and report to the CoAEMSP are the Cognitive exam (NREMT or State), attrition/retention, and positive placement.
 10. **Distance Education Committee** is drafting a set of guidelines and recommendations for distance education based site visits.
 11. **Interpretations Committee** continues to drafting interpretations of the CAAHEP *Standards*; for a complete list of Interpretations, visit <https://coaemsp.org/Standards.htm> > *2015 Standards* Interpretations.
 12. **Research Committee** is developing an infrastructure for the committee, identifying research topics (34 to date) with an emphasis given to demonstrating how accreditation produces better graduates.
 13. **Next Meetings:**

2018:	May 4	web meeting
	July 27-28	Louisville, Ky.
	November 2	web meeting
-
-

February 2-3, 2018

Communication Protocols. The Board has adopted protocols that permit more predictable, consistent, and deliberate communications with sponsors about the work of the Board. The Board will continue to provide official updates via the Board Highlights to sponsors within 30 days of each Board meeting.

CAAHEP = Commission on Accreditation of Allied Health Education Programs

CoAEMSP = Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions

The **Mission Statement** of the CoAEMSP

The mission of the CoAEMSP is to advance the quality of EMS education through accreditation.

The **Vision Statement** of the CoAEMSP

CoAEMSP is recognized as the leader in evidence based standards for accreditation.

The **Core Values** of the CoAEMSP: **CLARITY**

Commitment: Dedication of time, talent and resources toward the achievement of CoAEMSP's mission.

Leadership: Inspiring others to advance the vision and goals of the CoAEMSP.

Accountability: Advancing the mission of the CoAEMSP with integrity, honesty, professionalism and high ethical standards.

Respect: Honoring the perspective of any individual or organization.

Integrated: Carrying out the work of the CoAEMSP in collaboration with EMS stakeholders.

Quality: Consistently meeting or exceeding established standards and expectations in all CoAEMSP activities.

The **Goals** of the CoAEMSP

GOAL #1: To conduct scholarly inquiry of relevant topics related to accreditation and EMS Education.

GOAL #2: Foster diverse instructional methodologies.

GOAL #3: Explore expanding scope of quality assurance/improvement activities to EMT and AEMT and internationally.

GOAL #4: Continue to strengthen the engagement and effectiveness of the CoAEMSP Board of Directors.

ⁱ **CAAHEP** = Commission on Accreditation of Allied Health Education Programs.

CAAHEP is a programmatic postsecondary accrediting agency recognized by the Council for Higher Education Accreditation (CHEA) and carries out its accrediting activities in cooperation with its Committees on Accreditation. CAAHEP currently accredits over 2000 educational programs in 31 health science professions. [caahep.org]