

August 30, 2022

TO: Sponsoring Organizations for the CoAEMSP
CoAEMSP Board Members

FROM: Lori Burns, MSN, RN, Chair, CoAEMSP Board of Directors
George W Hatch, Jr., EdD, EMT-P, LP, Executive Director, CoAEMSP

RE: Highlights from the CoAEMSP Board Annual Meeting – July 29-30, 2022

The Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP) Board of Directors met in Albuquerque, New Mexico, on July 29-30, 2022. The day immediately preceding the board meeting, the subcommittees met. The highlights from the board meeting:

1. **Program Actions.** Reviewed 9 programs for initial accreditation, continuing accreditation, and progress reports.
2. **By the Numbers.** Currently there are 741 programs that hold a status:

631 CAAHEPⁱ accredited Paramedic programs and
110 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-an-accredited-program>.

3. **Governance.** Directors' elections occur every summer, approximately one-third of the board members positions are elected. Those (re)elected this year, with their term is effective immediately:

AAA	Gibson McCullagh
ACC	James Atkins
ACS	Lance Stuke
ASA	Michael Souter
IAFF	Thomas Breyer
NAEMSE	Megan Corry
NREMT	Kim McKenna

Executive Committee elections occur every two years, and their term is effective immediately:

Chair	Ms. Lori Burns (AAA)
Vice-Chair	Dr. Michael Souter (ASA)
Secretary-Treasurer	Chief David Becker (IAFC)
Immediate Past-Chair	Chief Paul Berlin (IAFC)
Member-at-Large	Dr. Shira Schlesinger (ACEP)

The members of the executive committee are elected in the same year. The Governance Committee is proposing bylaws amendment to stagger the officer terms, which is anticipated to take place during the November 2022 board meeting.

Fall 2022 the board will enter strategic planning.; the current strategic plan was developed in 2017.

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4. **Conversation with the National Registry.** The Executive Director and Chair of the Board of Directors met with the CoAEMSP Board of Directors. The individuals provided the background to what led to the resolution and the National Registry's next steps.
5. **Professional Development, Part I: Diversity, Inclusion, and Equity.** One essential component of each of the CoAEMSP's face-to-face board meetings is a professional development session that increases the board members' knowledge of accreditation or the responsibilities of a board of directors for a non-profit organization.

The professional development session, facilitated by attorneys from Husch Blackwell, focused on the following topics: What is Diversity, Equity and Inclusion, Implicit Bias, Legal Landscape and Executive Orders, Group Discussions, Pregnancy Discrimination, LGBTQ+ Rights, and Options for Institutions.

CHEA¹ released revised recognition criteria surrounding diversity, equity, and inclusion that accreditation organizations are required to meet. This session supported the work CoAEMSP and CAAHEP² are required to do to meet the CHEA criteria.

Professional Development, Part II: Soup to Nuts, the path of a program during its comprehensive review. To support the individual board member's development as it pertains to accreditation, staff led a conversation on the steps a program takes when seeking the Letter of Review or seeking accreditation, including the internal steps and processes. Provided an opportunity for board members to ask questions and seek clarification of the path of a program during its comprehensive review.

6. **ACCREDITCON**, the annual conference / collaborative for advancing excellence through accreditation, was June 1-5, 2022, in Louisville, Ky. Registration was strong, exceeding expectations, with 573 individuals in attendance.

Doug York was a long-time board member, serving as chair for multiple terms. site visitor, and most recently a technical consultant with the organization. Doug was known for his jokes. To honor Doug's legacy and his impact on EMS education and accreditation, a scholarship in his name is in development. A formal proposal will be presented to the board during its November 2022 board meeting.

7. **AEMT Accreditation.** The CoAEMSP is studying the feasibility of providing accreditation services to AEMT educational programs in accordance with the recommendation made in the National EMS Scope of Practice (2019). Collaborating with the National Registry to identify Student Minimum Competency for the AEMT level. Accreditation of AEMT educational programs would be voluntary; however, there may be states that require accreditation of the AEMT programs. ***The exploration of AEMT accreditation is at the request of several State Offices of EMS.***

Data from the National Registry was presented, which included the number of applicants each year, the number who passed, and programs. Overall, the number of candidates attempting the AEMT examination has steadily increased for the most recent 3-year period.

The majority of AEMT instruction is occurring in the southern NASEMSO Region.

The pass rate on the AEMT National Registry examination has shown a slight decline in pass rates for the most recent 3-year period.

Using the latest year of 2021, 33% of the programs the verified eligible to verify AEMT candidates also verified eligibility of paramedic candidates.

¹ CHEA = Council for Higher Education Accreditation. CHEA recognizes CAAHEP, the accreditor for Paramedic programs.

² CAAHEP = Commission on Accreditation of Allied Health Education Programs

8. **Quality Improvement & Site Visits.** CoAEMSP increased its site visitor cadre, adding 33 new site visitors to it. Regular conversations and continuing education opportunities are being offered with site visitors with the intent to improve the inter-rater reliability.

Annual reports were received and reviewed, which reflect graduates in 2020:

- 709 reports due/received - May 15, 2022 (636 accredited, 75 LoR)
- All website URLs were reviewed for posting of outcomes, 33% to 50% of websites were not current or did not identify outcomes on program's homepage. CHEA requires accredited programs to post the outcomes.

Due to the pandemic, programs falling below the established thresholds will not be penalized. The annual reports reflecting the graduates of 2020 and 2021 will be given by-year. The data will still be collected because it is useful data to learn how the pandemic impacted Paramedic education.

Summary report data for the 2022 annual report, reflecting those who graduated in 2020:

Total Number of Annual Reports:	709
Continuing Accreditation:	454
Initial Accreditation:	176
Letter of Review: 75	
Inactive (accreditation):	4
Probationary Accreditation:	0
Programs with No Graduates:	97
Total Students Enrolled:	16,397
Total Graduates: 12,921	
Programs Meeting All Outcomes:	521
Programs Below Threshold - One Outcome:	156
Two Outcomes:	29
Three Outcomes:	3

Programs Below 70% Retention Outcome:	123
Total Attrition:	3,476
Total Dismissed Due to Grades:	1093
Total Withdrew Due to Grades:	335
Total Dismissed Other Academic:	386
Non-Academic Due to Financial:	110
Non-Academic Medical/Personal:	776
Non-Academic Other/Unknown:	778

Programs Below 70% Passing Exam Outcome:	68
Programs Reporting - Both Exams:	249
Registry Only:	335
State Exam Only:	28
Total Graduates Attempting:	12,318
Total Graduates Passing:	10,997
Total Graduates Passing - 1st Attempt:	9,082

Programs Below 70% Positive Placement Outcome:	32
Total Graduates - Employed:	11,032
Cont Ed, Military, Not Employed:	817
Total Graduates Positively Placed:	11,849

9. **Audit & Finance Committee** is developing an investment policy on how investments will be managed overall.
10. **Program Policy & Interpretations of Standards.** Moving forward the Policy & Procedures Manual for Programs will be updated one time per year, following the May board meeting. Additional revisions may be released when emergent. Following are the policies and interpretations of standards approved. For the current *Policy & Procedure Manual for Programs* and the *CoAEMSP Interpretations of the CAAHEP Standards*, please visit the Resource Library at <https://coaemsp.org/resource-library>.

Program Policy X.A.2. Annual Fee

- a. Programs issued the Letter of Review (LoR) are assessed the following based on the CoAEMSP's current fiscal year (July 1 through June 30):
 - i. LoR issued July through December are assessed 100% of the current fiscal year annual fee.
 - ii. LoR issued January through June are assessed 50% of the current fiscal year annual fee.
- b. Following the initial invoice for the annual fee, programs are invoiced in May for the next fiscal year with payment due in July.
- c. For accredited and Letter of Review (LoR) programs the Annual Fee invoice is emailed to the Program Director of record in May of each year and is considered past due if payment is postmarked after July 31.
- d. Each approved satellite location is included on the Annual Fee invoice.
- e. Each approved Alternate Location is included on the Annual Fee invoice.

Program Policy III.B.2. Alternate Locations

- a. Programs must hold the CoAEMSP Letter of Review (LoR) or CAAHEP accreditation (i.e., Initial Accreditation or Continuing Accreditation). Programs holding the status of Suspension, Administrative Probation, or Probationary Accreditation are not eligible for approval of new alternate locations.

Program Policy III.C.2. Program Satellite

- a. Programs must hold the CoAEMSP Letter of Review (LoR) or CAAHEP Accreditation (i.e., Initial Accreditation or Continuing Accreditation). Programs holding the status of Suspension, Administrative Probation, or Probationary Accreditation are not eligible for approval of new satellite locations.

Program Policy IV.D. Annual Reports

The CoAEMSP established threshold for each of the following outcome measures is 70%: credentialing, retention, and job placement.

Interpretations of Standard IIB – Appropriate Goals & Learning Domains

A public member is not employed as an EMS or healthcare provider; is not a member of any trade association or membership organization that is related to the practice of emergency medical services; does not hold a status named in the Standards (e.g., a retired physician, retired employer); is not employed by the sponsor of the Paramedic Educational program; is not a relative of an individual who is employed by the sponsor of the Paramedic Educational program; and, does not hold any position with a CAAHEP-accredited program (see current glossary definition in the CoAEMSP Policies and Procedures).

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Interpretations of Standard IIIA2 – Hospital/Clinical Affiliations & Field/Internship Affiliations

Deleted the interpretation specific to airway management.

Interpretations of Standard IIIB4b – Assistant Medical Director Responsibilities

If an Associate or Assistant Medical Director was used for an out-of-state program or clinical, field experience, or capstone field internship site(s) in the most recent five-year accreditation cycle, an approved CoAEMSP Associate or Assistant Medical Director form must be on file for each out-of-state site.

A physician currently licensed to practice in the state or other like jurisdiction and authorized to practice in the jurisdiction where the student(s) are practicing.

Interpretations of Standard IIIB5a – Faculty/Instructional Staff Responsibilities (added from sponsor comments)

“Instructional Faculty” includes paid or unpaid part-time or adjunct faculty, instructional staff, preceptors, or any other title associated with the individual responsible for the supervision and/or assessment of the student. Faculty/instructional staff must demonstrate effective teaching techniques as measure by student evaluations and educational outcomes.

11. **CAAHEP Standards Revision.** The CoAEMSP Board approved the draft of the CAAHEP *Standards* for Paramedic educational programs, which is undertaken every 5-10 years. This approval occurred after receiving comments from the public, Paramedic education programs, and sponsors of CoAEMSP. Currently the CAAHEP Standards Committee is reviewing the document. Currently each of the CoAEMSP’s 12 sponsors are in the process of endorsing the accreditation standards.

The CAAHEP *Standards* are the minimum standards of quality used in accrediting programs that prepare individuals to enter the Emergency Medical Services professions. Standards are the minimum requirements to which an accredited program is held accountable. Each of the communities of interest, including each sponsoring organization of CoAEMSP, the programs, and the public can review and comment on the revisions.

12. **Board Meeting Format.** The format of the board meetings is shifting. The February and July meetings will be held the first Friday of the month via a web meeting. The May and November meetings will be held in person, based on the first Friday of the month.

Currently the face-to-face meetings are Thursday with committee meetings and Friday all day and Saturday half-day with the board meeting. Will shift to Wednesday-Thursday-Friday.

With the change in meeting format, the annual meeting will change from the summer meeting to the November meeting effective 2023.

13. **Next Meetings:**

2022:	November 4	web meeting		
2023:	February 3	web meeting	2024:	February 2
	May 3-4-5	Washington, DC		May 1-2-3
	August 4	web meeting		August 2
	November 1-2-3	location TBD		November 6-7-8
				location TBD

Communication Protocols for the CoAEMSP

*The Board has adopted protocols that permit more predictable, consistent, and deliberate communications with sponsors about the work of the Board. **CoAEMSP provides official updates via the Board Highlights to sponsors 30 days following each Board meeting.***

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]

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.