

Intermediate/AEMT Skills Days Schedule for Instructors
PERCOM EMS Academy
Practice Sessions

This schedule is designed for 8 hour per day blocks of training for the online portions of training. It may be divided in smaller blocks as indicated, but should include the following skills at a minimum. ALL students are required to practice all the skills listed FIRST. Testing must be achieved on separate days at a later date in a session with Final Exam. PERCOM students are required to attend TWO Practice Sessions and ONE Testing Session. However, if a student performs exceptionally well at the FIRST Practice Session, the instructor can opt to sign the student's Entry Level Proficiency Form to allow the student to go ahead and begin rotations. By signing this form, the instructor is verifying that while the student has not tested as yet, he/she demonstrated entry level competency necessary to function in a clinical and field rotation environment under a preceptor's supervision. Students must present this form for signature. It is not necessary for the Instructor to provide this form.

If the instructor signs the Entry Level Proficiency Form, he/she should email the Program Director at programdirector@percomonline.com. All students will attend a second Practice Session unless he or she has evidence of being a prior EMT-Paramedic, RN, MD, DO, Respiratory Therapist or unless otherwise waived by the Lead Instructor in coordination with the Program Director for exemplary performance at the first Practice Session based on practice outside of the PERCOM lab environment. If the instructor doesn't choose to sign the form after a student's first Practice Session, the student should present it to the instructor after his/her SECOND Practice Session. If the student's performance is still not entry level clinical ready competent, the instructor should contact the Program Director immediately following the session to discuss student performance.

Students must also present a copy of the IV/Phlebotomy Live Stick Verification Form for completion during Practice/Testing Sessions. Once all live patent sticks are accomplished, this form should also be emailed or faxed to the Program Director following the session by the Instructor.

Instructors **MUST** have access to **ALL** necessary equipment and supplies for students to achieve successful practice and performance. To optimize time, all stations should be laid out and prepared for use prior to student arrival.

Rosters must be signed by students for each day of the session and forwarded to PERCOM following the session with any notes, comments or concerns by the instructors. Remember, **ALL** of these items must be covered in the two-day session adequately so don't get bogged down on one thing. Students are required to attend **TWO** two-day Practice Sessions but it is **NOT** required for them to attend them at the same location, so **ALL** locations must be doing the same thing and achieving the same goals.

Day 1

IV therapy review and practice on manikin

IV sticks on fellow students – fill out appropriate form to document 3 patent sticks (Students must keep this form and turn it in to the Testing Session Instructor)

Phlebotomy practice on manikin to include:

Syringe method

Butterfly needle method

Vacutainer method

Phlebotomy on fellow students – fill out appropriate form to document 1 blood draw with successful tube change using Vacutainer method (Students must keep this form and turn it in to the Testing Session Instructor)

Medication administration review and skills to include:

Discussion of indications, contraindications, precautions, side effects, packaging and dose ranges for:

Nitroglycerin SL

ASA

Albuterol

Xopenex

MDI agents such as Albuterol, Isoetherine, Isoproterenol

Insta-glucose

Activated Charcoal

Epi-pen

Epinephrine 1:1,000

Epinephrine 1:10,000

Benedryl

D50W/D25W/D10W

Narcan
Thiamine
Nitronox

Skills include:

Intradermal
Subcutaneous
Intramuscular
IV Bolus Medications

Intraosseous therapy – technique and fluid administration practice
(NR now allows testing on electric powered IO devices. However, students should be familiarized with manual devices as well in case that is all that is available at a particular testing site.)

Day 2

Adult airway management with suctioning component

Standard intubation techniques practice

Emergency intubation tactics to include:

Trauma techniques
Rescue airway techniques

Alternative Airway Devices – Combitube, King LT

**(NR now allows a choice of King LT rather than Combitube at testing sites. LMA's are not allowed as a testing choice for NR.)
(Practice should include initial airway maintenance as well as for failed airway attempts.)**

Laryngeal Mask Airways (if available)

Infant Intubation

Pediatric Respiratory Compromise

NG/OG tubes – discussion of use/indications and practice

Needle and surgical cricothyrotomy

Ophthalmoscope/Otoscope practice (if available)

Cardiac Arrest with AED

Medical and Trauma Patient Assessment

Basic Skills Review

***Instructors retain the right to turn away students who attend Practice Sessions unprepared. In the event this occurs, students will be required to schedule for another Practice Session at a fee of an extra \$200 to be paid to PERCOM prior to attending the rescheduled session. Students will also be

required to pay the rescheduling fee if they have RSVP'd for a Practice or Testing Session but do not show up or cancel for any reason.

Testing Session – 2 days

Students will be required to test and pass all skills practiced in the two-day Practice Sessions. If skills are not successfully passed during the two-day session, a fee of \$225 must be paid to PERCOM to reschedule at another Testing Session. This fee will be forwarded to the instructor following the rescheduled session after PERCOM receives all required paperwork from the session.

Skills Testing that should be completed during this session includes:

IV Therapy

Medication administration –

SQ, IM, IVP

(IVPBD is NOT tested at Paramedic 1 level.)

Intraosseous Therapy

(Manual and electric devices should both be tested if electric drill devices are available.)

Adult Airway Management – Intubation and Alternative Airway Devices

Infant Intubation

Pediatric Respiratory Compromise

Needle Chest Decompression

NG/OG Tubes

Needle and Surgical Cricothyrotomy

Cardiac Arrest with AED

Medical and Trauma Patient Assessment and Management

Spinal Immobilization Seated and Supine

Long Bone Immobilization and Joint Immobilization

Bleeding and Shock

Following the session, the lead instructor must either scan all documents into .pdf format and email or fax all documents to 866-941-5643. Copies of all paperwork should be kept on file by the instructor until he/she has verified that the master sets of all paperwork have been received by PERCOM. Please group the rosters and evaluations as one group and then group each individual student's paperwork together to avoid

PERCOM staff having to separate e-docs prior to putting them in individual student electronic files. Please be sure to email the Program Director if the paperwork is faxed to ensure that the documents went through and were received in the PERCOM office.

Once all completed paperwork has been received in the PERCOM office and verified that it is complete, the Lead Instructor will receive a check for \$200 per head for the Practice or Testing Session by Priority Mail from PERCOM. The Lead Instructor will be responsible for paying any assisting instructors out of this payment. However, ALL assistant instructors MUST be approved by PERCOM. **ALL instructors must have current copies of all applicable certifications/licenses and a CV or resume on file with PERCOM prior to teaching or testing. The designated Lead Instructor is responsible for ensuring this is maintained by any of their chosen assistant instructors.**