

Southwest Virginia EMS Council
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2009-2010

ALS Coordinator Guidelines for the SWVAEMS Region

On January 1, 2000, the Virginia Department of Health required that all programs containing Category 1 credit be under the supervision of a certified ALS Coordinator. This included initial certification EMS courses and continuing education programs. For quality assurance purposes, the state certification recognizes regional standards for ALS Coordinators.

- A. Objective: To assist the Virginia Office of EMS in the provision quality ALS instruction and to provide a standard for requirements for ALS Coordinator endorsement.

- B. Coordinator Candidate Criteria- Initial Certification (in addition to the State of Virginia requirements):
 1. Certified as an Intermediate, Paramedic, or equivalent as approved by the Virginia Department of Health Commissioner, for a period of not less than two years prior to the instructor course.
 2. A current instructor certification in one or more of the following:
 - a. ACLS
 - b. BTLS, PHTLS or ATLS
 - c. AMLS
 - d. PEPP
 - e. PALS
 - f. Virginia OEMS EMT Instructor
 - g. Department of Fire Programs Level III Instructor
 - h. Documentation of "other" instructor programs that include a similar

instructional content OR documentation of extensive experience in the coordination of ALS certification or category one (1) continuing education programs. The Executive Director will consider these programs and documentation of such on an individual basis.

3. Current ACLS and BCLS certification
4. Current PHTLS, BTLS or ATLS certification
5. Consideration will also be given to the candidate's prior instructional experience as recognized by the Council.
6. All ALS coordinators are subject to monitoring by the staff of Southwest Virginia EMS Council or their designee.
 - a. Monitoring will be unannounced and random
 - b. Monitoring will be conducted as specified by the Office of Emergency Medical Services on approved forms
 - c. Copies of monitoring forms will be provided to the ALS Coordinator being monitored, SWVAEMS office, and the OEMS.
7. All SWVAEMS Council regional ALS Coordinators endorsed by the Council shall provide a copy of their course/continuing education calendars to the SWVAEMS Council at least thirty (30) days prior to the start of their course.
8. To be considered for endorsement as an ALS coordinator by the Southwest Virginia EMS Council, the applicant must be a resident of Virginia, or an active member with a current Virginia licensed agency.

C. Coordinator Candidate-Recertification (in addition to the State of Virginia requirements):

1. A current instructor certification in one or more of the following:
 - a. ACLS
 - b. BTLIS, PHTLS or ATLS
 - c. AMLS
 - d. PEPP
 - e. PALS
 - f. Virginia OEMS EMT Instructor
 - g. Department of Fire Programs Level III Instructor
 - h. Documentation of "other" instructor programs that include a similar instructional content OR documentation of extensive experience in the coordination of ALS certification or category one (1) continuing education programs. The Executive Director will consider these programs and documentation of such on an individual basis.
2. Certified as an Intermediate, Paramedic, or equivalent as approved by the Virginia Department of Health Commissioner.
3. Maintain satisfactory student evaluations and staff monitoring.
4. Meet minimum Virginia requirements
5. Must present proof of coordinating at least one (1) course (either initial or recertification hours) during their certification period, with notification of that class being made to the EMS Council 30 days prior to the beginning of class.

6. Copies of evaluation forms must be presented to the EMS Council at the conclusion of each course and will be kept on file. OEMS Instructor complaint forms must also be given to all students at some point during each course.
7. Attendance of at a minimum of one (1) Instructor Networking meeting held by the Council during certification period.
8. Additional information or documentation may be required by the Council.
9. To be considered for endorsement for recertification as an ALS coordinator by the Southwest Virginia EMS Council, the applicant must be a resident of Virginia, or an active member with a current Virginia licensed agency.

D. Deviation from policy:

1. Failure to adhere to guidelines established in this policy (including reporting requirements) or other Council policies (i.e., Training Policy and Testing Policy) OR complaints by students may result in denial of the recertification application.
2. This policy will be in effect beginning January 1, 2008. Currently certified ALS Coordinators must meet recertification requirements in order to be approved for continued endorsement.