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STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
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AUGUSTA, MAINE
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MICHAEL F. KELLY
COMMISSIONER

JAY BRADSHAW, EMT-P
DIRECTOR

**Examination Committee Meeting
Tuesday, September 15, 1998
Maine EMS Conference Room, Augusta**

Minutes

Present: T. Beals, J. LeBrun,, J. Vaniotis, E. Ekholm, J. Caron

Staff: D. White

1. Call To Order

- A. Introductions - None
- B. Assign Timekeeper - Jacky Vaniotis agreed to be timekeeper for the meeting.
- C. Additions/Deletions to the Agenda - None

2. Minutes - June 16, 1998, meeting minutes - review for acceptance

The minutes of the June 16, 1998, meeting were reviewed.

**MOTION: TO ACCEPT THE MINUTES OF THE JUNE 16, 1998, MEETING
(LEBRUN;EKHOLM - MOTION CARRIES).**

3. Old Business

- A. Examination Process/*Examination Administrators Manual*

The Committee continued work on the *Manual* - beginning with the section entitled "*Candidate Score Sheets*". Work will commence at the September meeting with the section entitled "*Informing Candidates of Exam Procedure*".

- B. Intermediate/Paramedic Skillsheets - Revision

There was extensive discussion regarding the inflation rate for Bag Valve Mask - what is required on the skill sheet vs. hyperventilation (i.e. prior to intubation and, in consideration of patient condition). The Committee identified the need to clearly state practical exam expectations. T. Beals will work on a draft for a "seamless" BLS, to ALS intubation sequence.

Also identified was the need to include surgical cricothyrotomy in the practical test.

Discussion ensued regarding the evaluation of competency as it relates to Maine EMS written and practical exams. This item to be placed in the waiting room for future discussion.

C. Data Collection/Review *Examiner Payment* Draft

Consensus was to review the latest draft of the form, and have comments to staff prior to the next meeting.

D. Practical Examination Rotation Record

J. LeBrun indicated success with the rotation form. D. White will work with J. LeBrun to identify components for instituting this form for practical examinations.

E. Paramedic Exam

D. White reported that the revised Paramedic examination has been received by Maine EMS.

F. First Responder Curriculum

D. White outlined the changes to the First Responder Curriculum. Examination changes to be discussed at the next meeting.

G. Ambulance Attendant/Critical Care Examinations - Tabled

4. New Business - None

5. Next Meeting

The next meeting will be held on October 20, 1998, at 9:30 a.m. at Maine EMS in Augusta.

A. Set Agenda - Next agenda to include:

Examination process/*Examination Administrators Manual*
Intermediate/Paramedic Skill Sheets
Examiner Payment Draft
Practical Examination Rotation Record
First Responder Curriculum - Examination considerations
Ambulance Attendant/Critical Care Examinations

6. Adjournment - The meeting was adjourned at 12:32 p.m.

Respectfully submitted,

Drexell White