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

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DIRECTOR

**Examination Committee Meeting
Tuesday, March 16, 1999
Maine EMS Conference Room, Augusta**

Minutes

Present: J. LeBrun, J. Vaniotis, E. Ekholm, B. Zito

Absent: T. Beals, D. Bahr, R. Doughty, J. Caron

Staff: D. White

1. Call To Order - The meeting was called to order at 9:40 a.m.

D. White noted that D. Bahr and J. Caron made prior notification that they would be absent from the meeting.

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

- ◆ Rules Interpretation - Use of Exam Skillsheets (Zito)

2. Minutes - February 16, 1999, meeting minutes - review for acceptance

The minutes of the February 16, 1999, meeting were reviewed.

J. LeBrun noted an error in §3.B - The correct wording of the first sentence should read "Tabled - Work will commence at the ~~December~~ March meeting with the section entitled *Instructions to the Candidates*"

MOTION: TO ACCEPT, WITH THE CORRECTIONS NOTED ABOVE, THE MINUTES OF THE FEBRUARY 16, 1999, MEETING (Ekholm;LeBrun - Motion Carries).

3. Old Business

A. First Responder Curriculum - Examination Considerations

The Committee reviewed the 2nd draft of the *Maine EMS Scope of Practice Enhancements to the National Standard Curriculum for First Responder - Exam Considerations and Recommendations*. Following changes/corrections to the document, **it was consensus that staff revise and distribute the document for final review by Committee members with the goal of having the final document to Dwight Corning prior to the next Operations Meeting.**

Due to the importance of this agenda item, Committee consensus was to continue to discuss this topic beyond its allotted time.

B. Examination Process/*Examination Administrators Manual*

Tabled - Work will commence at the April meeting with the section entitled "*Instructions to the Candidates*" (Page 13).

C. Enhanced Intermediate - Tabled

D. Exam Accommodation Policy

D. White requested Committee action regarding the Policy for granting a written examination accommodation. The current policy has Maine EMS staff determining eligibility - a practice which concerns staff as the determination of accommodation should be made by an education professional with expertise in that area. D. White also reported on the process used by the National Registry of EMT (NREMT).

Currently, there exists the possibility of conflict between Maine EMS and NREMT in granting an accommodation (i.e. Maine EMS may grant an accommodation that NREMT would deny).

Extensive discussion ensued as to the history of Maine EMS' accommodation policy; NREMT's policy; and regional use of NREMT in determining accommodation. NREMT has an established mechanism for determining exam accommodation for those seeking registration. The Committee discussed the pros and cons revising/developing an updated accommodation process vs. utilizing NREMT's process at the First Responder and EMT-B levels. It was also suggested that NREMT be queried as to whether Intermediates and Paramedics seeking accommodation could be deferred to NREMT on a fee for service basis vs. developing our own system (Maine EMS does not use the Registry exam at the Intermediate and Paramedic levels).

MOTION: TO RECOMMEND THAT MAINE EMS UTILIZE THE NATIONAL REGISTRY AND THE NATIONAL REGISTRY'S SYSTEM FOR DETERMINING EXAMINATION ACCOMMODATION AND, TO INVESTIGATE THE FEASIBILITY OF USING THE NATIONAL REGISTRY FOR REVIEW OF ALS EXAM ACCOMMODATION REQUESTS (Ekholm;LeBrun - Motion Carries).

E. KVEMS Exam Concerns

The Committee received a copy of a January 29, 1999 email received from Kennebec Valley EMS (KVEMS) coordinator Randy Bumps, outlining concerns from the KVEMS testing committee. The concern is that the current practice of having two candidates participate in the spinal assessment station makes it difficult for the examiner to evaluate each candidate individually - frequently one candidate is dangerously close to leading the other candidate during the test.

The Committee discussed the concern and directed that it be placed on next month's agenda (with adequate time allotted for discussion).

- F. Exam Committee Vacancy - Tabled
- G. Examiners Materials/Evaluation - Tabled
- H. Practical Exam Rotation Record - Tabled
- I. Intermediate/Paramedic Skillsheets - Update - Tabled

4. New Business

- A. Rules Interpretation - Use of Exam Skillsheets - Tabled

5. Next Meeting

The next meeting will be held on April 20, 1999, 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
- Practical Examination Rotation Record
- First Responder Curriculum - Examination considerations
- Enhanced Intermediate Proposal - Exam considerations
- Examination Accommodation Policy
- KVEMS Concerns
- Exam Committee Vacancy - Level III Instructor
- Examiner Evaluation/Materials
- Rules Interpretation - Use of Exam Skillsheets

6. Adjournment - The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Drexell White