

COUNTY OF SUFFOLK



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DEPARTMENT OF HEALTH SERVICES

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Commissioner

Continuing Medical Education (CME) Program Information Packet

The CME Recertification Program has been identified as an important element in the retention of trained volunteer EMS providers. The Suffolk County Emergency Medical Services (EMS) Division is committed to working with the response agencies in our County to assure that the CME Program is available, beneficial and responsive to the needs of the agencies and the individuals who provide prehospital emergency medical care. Working together, we can make the CME Program an interesting, informative and effective way to assure that our response personnel have the knowledge and skills necessary to provide appropriate prehospital emergency medical care.

A New York State Department of Health approved CME-based recertification program is available at the CFR, EMT-Basic, EMT-Critical Care and EMT-Paramedic levels for members of EMS response agencies in Suffolk County. The Program allows qualified personnel, who are in continuous practice and who demonstrate competency, to renew their certification without having to take the State's traditional final practical skill and written examinations.

The Suffolk County EMS Division serves as an affiliate to each agency that is registered with the New York State Bureau of EMS (NYS-BEMS) CME Program. The Division (as an affiliate of the agency) requires that all registered CME participants submit all completed CME paperwork to the Suffolk County EMS Division **IN PERSON*** no later than sixty (60) days prior to the expiration of their certification. This allows the Division several days to review the CME packet prior to submitting it to the NYS-BEMS by their forty-five (45) day rule. The mandatory fifteen (15) day lead time gives the Suffolk County EMS Division the opportunity to address any problems that may arise with the participant's CME paperwork prior to submitting it to the NYS-BEMS. CME participants **MUST** email Dina Wayrich at Dina.Wayrich@suffolkcountyny.gov or James MacDonell at James.MacDonell@suffolkcountyny.gov to make an appointment to go over their paperwork. **NO WALK-INS ALLOWED!!!!**

The Suffolk County EMS Division maintains a record of each provider who is in the CME Program. The list can be found on the Suffolk REMSCO website under "CME Courses." The CME provider list contains the provider's name, department, expiration date and the dates of the Core sessions the provider has taken. **It is the responsibility of the provider and their agency to keep proof of all Non Core, Core, Specialized Courses and skills packets.**

***Unless other arrangements have been made, in advance, with Dina Wayrich or James MacDonell.**



How to Register for the CME Program

Print the NYS-BEMS CME Recertification Tracking Form, page one of the application details the requirements the participant must agree to, and initial. Please make sure it is filled out in its entirety by the provider with participant's initials and applicant's signature on both affirmations. A copy of page one will then be sent to the Suffolk County EMS Division and a copy kept at the agency in the providers CME file. This will enroll the participant with the participating agency and identify where all records must be retained for that recertification cycle. Recertification Tracking Forms for each level can be found on the Suffolk REMSCO website by looking under "downloads and forms." The forms for registration can be faxed (631-852-5028) or emailed to Raegin Kellermann (Raegin.Kellermann@suffolkcountyny.gov).

Once the Suffolk County EMS Division receives a signed copy of page one (1) of the Recertification Tracking Form, the Division will make the provider a folder. The original form will be signed again when closing out the participant's CME and mailed to the NYS-BEMS. The Suffolk County EMS Division will receive all Core CME forms back from Certified Instructor Coordinators (CICs) and file the forms in each CME participant's folder. The date of the Core class will also be entered under each individuals name on the CME provider list located on the Suffolk REMSCO website.

Agencies and CME Participants Not Affiliated with the Suffolk County EMS Division

Agencies and CME participants not affiliated with the Suffolk County EMS Division may choose to take Core classes at a cost of ten dollars (\$10) per CME hour. The Division requires payment to be received prior to attending classes. Any agency/CME participant interested needs to contact the Suffolk County EMS Division at 631-852-5080.

Required Non-Core Content (Mandatory) – Reminder, each level must complete the following Mandatory Non-Core Content.

Mental Health of the EMT = 1 hour

Patient Lifting, Moving and Transportation = 1 hour

Safe Transport of the Pediatric Patient = 1 hour

Emergency Vehicle Operations = 2 hours

Reminder, all levels Core classes, listed below, must be taught by a NYS EMS Certified Instructor Coordinator (CIC).

Starting June 2020, the Suffolk County EMS Division's individual monthly BLS Core classes will reflect the schedule listed below. It will include all of the New Core for CFRs & EMT-Basics and some of the Mandatory Non-Core subjects.

Class 1 – Preparatory (1), Airway (2)

Class 2 – Pharmacology, Med. Admin., Emergency Meds. (EMS 1), Immunology (.5), Toxicology (.5), Endocrine (.5), Neurology (.5)

Class 3 – Abdominal, Geni-Renal, Hematology (1), Respiratory (1), Psychiatric (1)

Class 4 – Cardiology (2), Shock and Resuscitation (2)*

Class 5 – Trauma (2), Geriatrics (1.5)**

Class 6 – OB, Neonate, Pediatrics (1.5), Special Needs Patients (1), Safe Transport of the Pediatric Patient (1 – Mandatory Non-Core)**

Class 7 – EMS Operations (1), Mental Health of the EMT (1 – Mandatory Non-Core), Patient Lifting, Moving and Transportation (1 – Mandatory Non-Core)

*Class 4 is a 4 hour session.

**Classes 5 and 6 are 3.5 hour sessions.

CFR CME Core (15 Core Hours Required)

The Suffolk County EMS Division is required to provide all of the Core content for the CME Program. The following is a list of all the CFR Core content that all CFR CME participants are required to take.

Preparatory = 1 hour

Airway = 1 hour

Pharmacology, Medication Admin, Emergency Medications = 1 hour

Immunology = 0.5 hour

Toxicology = 0.5 hour

Endocrine = 0.5 hour

Neurology = 0.5 hour

Abdominal, Gen-Renal, GI, Hematology = 1 hour

Respiratory = 1 hour

Psychiatric = 1 hour

Cardiology = 1 hour

Shock and Resuscitation = 1 hour

Trauma = 1 hour

Geriatrics = 0.5 hour

OB, Neonate, Pediatrics = 1 hour

Special Needs Patients = 0.5 hour

EMS Operations = 2 hours

Skills – Assessment (Medical & Trauma) Airway/Ventilation (Simple Adjuncts, Supplemental Oxygen Delivery, BVM – one and two rescuer) Hemorrhage Control and Splinting (long bone injury, joint injury, and traction splinting) Cardiac Arrest Management including AED. Two (2) skills classes may be needed in order to complete all of the skills.

All CFR's must also submit a current CPR certification card with a valid expiration date.

EMT-Basic CME Core (20 Core Hours Required)

The Suffolk County EMS Division is required to provide all of the Core content for the CME Program. The following is a list of all the EMT-B Core content that all EMT-B CME participants are required to take.

Preparatory = 1 hour

Airway = 2 hours

Pharmacology, Medication Admin, Emergency Medications = 1 hour

Immunology = 0.5 hour

Toxicology = 0.5 hour

Endocrine = 0.5 hour

Neurology = 0.5 hour

Abdominal, Gen-Renal, GI, Hematology = 1 hour

Respiratory = 1 hour

Psychiatric = 1 hour

Cardiology = 2 hours

Shock and Resuscitation = 2 hours

Trauma = 2 hours

Geriatrics = 1.5 hours

OB, Neonate, Pediatrics = 1.5 hours

Special Needs Patients = 1 hour

EMS Operations = 1 hour

Skills – Assessment (Medical & Trauma) **Airway/Ventilation** (Simple Adjuncts, Supplemental Oxygen Delivery, BVM – one and two rescuer) **Hemorrhage Control and Splinting** (long bone injury, joint injury, and traction splinting) **Cardiac Arrest Management including AED.** Two (2) skills classes may be needed in order to complete all of the skills.

All EMT-B's must also submit a current CPR certification card with a valid expiration date.

Starting June 2020, the Suffolk County EMS Division's individual monthly ALS Core classes will reflect the schedule listed below. It will include all of the New Core for EMT-CCs & EMT-Ps and some of the Mandatory Non-Core Subjects.

Class 1 – Preparatory (2), Immunology (1)

Class 2 – Airway (3)

Class 3 – Pharmacology, Medication Administration, Emergency Medications (3)

Class 4 – Toxicology (1), Endocrine (1), Neurology (1)

Class 5 – Abdominal, Geni-Renal, GI, Hematology (1), Psychiatric (2)

Class 6 – Respiratory (3)

Class 7 – Cardiology (3)

Class 8 – Shock and Resuscitation (4)*

Class 9 – Trauma (3)

Class 10 – Geriatrics (2), Mental Health of the EMT (1 – Mandatory Non-Core)

Class 11 – OB, Neonate, Pediatrics (2), Safe Transport of the Pediatric Patient (1 – Mandatory Non-Core)

Class 12 – Special Needs Patients (2), EMS Operations (1)

*Class 8 is a 4 hour session.

ALS CME Core for EMT-Critical Care (30 Core Hours Required)

The Suffolk County EMS Division is required to provide all of the Core content for the CME Program. The following is a list of all the EMT-CC Core content that all advanced EMT-CC CME participants are required to take.

Preparatory = 1 hour

Airway = 3 hours

Pharmacology, Medication Admin, Emergency Medications = 3 hours

Immunology = 1 hour

Toxicology = 1 hour

Endocrine = 1 hour

Neurology = 1 hour

Abdominal, Gen-Renal, GI, Hematology = 1 hour

Respiratory = 3 hours

Psychiatric = 1 hour

Cardiology = 3 hours

Shock and Resuscitation = 3 hours

Trauma = 3 hours

Geriatrics = 1.5 hours

OB, Neonate, Pediatrics = 1.5 hours

Special Needs Patients = 1 hour

EMS Operations = 1 hour

Skills – Assessment (Medical & Trauma) **Airway/Ventilation** (Basic & advanced Adjuncts, Supplemental Oxygen Delivery, BVM – one and two rescuer) **Hemorrhage Control and Splinting** (long bone injury, joint injury, and traction splinting) **Cardiac Arrest Management including** (Knowledge of Monitor/Defibrillator, Therapeutic Modalities, Megacode;) **IV Therapy/IO Therapy/Medication Administration.** **Two (2) skills classes may be needed in order to complete all of the skills.**

All EMT- CC's must also submit a current CPR, ACLS and PALS or equivalent certification card with a valid expiration date.

ALS CME Core for EMT-Paramedics (35 Core Hours Required)

The Suffolk County EMS Division is required to provide all of the Core content for the CME Program. The following is a list of all the EMT-P Core content that all advanced CME participants are required to take.

Preparatory = 2 hours

Airway = 3 hours

Pharmacology, Medication Admin, Emergency Medications = 3 hours

Immunology = 1 hour

Toxicology = 1 hour

Endocrine = 1 hour

Neurology = 1 hour

Abdominal, Gen-Renal, GI, Hematology = 1 hour

Respiratory = 3 hours

Psychiatric = 2 hours

Cardiology = 3 hours

Shock and Resuscitation = 4 hours

Trauma = 3 hours

Geriatrics = 2 hours

OB, Neonate, Pediatrics = 2 hours

Special Needs Patients = 2 hours

EMS Operations = 1 hour

Skills – Assessment (Medical & Trauma) **Airway/Ventilation** (Basic & advanced Adjuncts, Supplemental Oxygen Delivery, BVM – one and two rescuer) **Hemorrhage Control and Splinting** (long bone injury, joint injury, and traction splinting) **Cardiac Arrest Management including** (Knowledge of Monitor/Defibrillator, Therapeutic Modalities, Megacode;) **IV Therapy/IO Therapy/Medication Administration.** **Two (2) skills classes may be needed in order to complete all of the skills.**

All EMTP's must also submit a current CPR, ACLS and PALS or equivalent certification card with a valid expiration date.

Suffolk REMSCO Website

A list of Core classes can be found under “CME Courses” on the Suffolk REMSCO website. Each level is separated for your convenience. Please click on the level that pertains to you. Another page listing the Core classes will open when you click on the level that pertains to you. Please note that if you put your mouse over the heading of the class, you can click onto another page with more information. Review each class offered and call (631-852-5080) or email the person requesting registration. ***YOU MUST PRE-REGISTER FOR EACH CLASS!!***

On a case by case basis the Suffolk County EMS Division may assist providers on obtaining core CME credit by taking the class via a contracted online service. Any provider that is expiring within six (6) months and cannot find the classes he/she needs to complete his/her Core requirements can contact Dina Wayrich and request the access code. NYS-BEMS will allow up to half of the required Core credits to be obtained via an online service; however, the online content must be signed off by a NYS CIC at the level, or above, the provider. In meeting with the current Memorandum of Understanding, the Suffolk County EMS Division will provide the CIC oversight signature for the online classes.

Program Total Requirements for All Levels

Program Totals	CFR	EMT-B	AEMT	EMT-CC	EMT-P
Total Core Hours	15	20	25	30	35
Total Non-Core Content (Mandatory)	5	5	5	5	5
Total Non-Core Content (Additional)	5	20	20	20	20
Total CME Hours Minus Skills	25	45	50	55	60

While the Suffolk County EMS Division is not required to supply Non Core CME, we do offer some in the “Non-Core CME” portion of the Suffolk REMSCO website.

Specialized Courses

Specialized Courses can be found under “CME Courses” on the Suffolk REMSCO website. Specialized certifications can be used for both Core and Non-Core. Please contact Michael Masterton (631-852-4836) or Dina Wayrich (631-852-4647) for more information.

Some Specialized Courses require a fee for the books. If you are a member of a Suffolk County Fire/EMS Agency then payment is only required for the books. If you are **NOT** a member of a Suffolk County Fire/EMS Agency then you **MUST** pay the full amount for the course, which is \$250.

NYS Recertification Tracking Forms

Each CME participant must print a NYS Recertification Tracking Form from the Suffolk REMSCO website, under “downloads and forms.” The CME Triplicate Core Form **MUST** be completed and signed by the NYS CIC teaching the Core class, for every Core class.

Skills Sign Off

The Suffolk County EMS Division will provide the signatures for both the Medical Director as well as the training officer on the individual NYS Recertification Tracking Forms. The Division does require that each provider have the NYS practical skills sheets as documentation. The State practical skill sheets need to be signed off by a NYS CIC or by the Agency Medical Director.

Training Officer Signature

The Suffolk County EMS Division will provide the signature of the training officer for each individual provider's NYS Recertification Tracking Form.

What to bring to your CME Completion/Review Appointment

To make an appointment to review your CME paperwork, please email Dina Wayrich at Dina.Wayrich@suffolkcountyny.gov or James MacDonell at James.MacDonell@suffolkcountyny.gov. Please bring the following to your appointment:

1. Completed applicable NYS Recertification Tracking Form;
2. Copy front and back of or E-Card for all CPR, ACLS, PHTLS, AMLS, PALS, PEPP that is required or being used for Core and Non-Core;
3. If using ACLS or PALS for Core please provide proof that the courses were original courses. Letters or emails from the instructor/institution with the days/times of the course will be acceptable.
4. Copies of certificates, CME sheets (triplicate form) and online certificates (in subject order) being used for Core. (Retain copies for your records and your agency's records.);
5. Copy of certificates, CME sheets (triplicate form) and online certificates (in date order) being used for Non-Core. (Retain copies for your records and your agency's records.);
6. Required & completed NYS Skill Sheets;
7. Signed CME Coordinators Verification Form; and
8. Forty Five (45) Day Late Form (if necessary)