



Credible education
through accreditation

Committee on Accreditation
of Educational Programs for the
Emergency Medical Services Professions

CoAEMSP Program Director Responsibilities Form

Calendar Year

CAAHEP Standard III.B.1. requires the following Program Director (PD) responsibilities. The Program Director must be responsible for all aspects of the program, and must:

1) the administration, organization, and supervision of the educational program

Date of Review

Activity/Evidence

2) the continuous quality review and improvement of the educational program

Date of Review

Activity/Evidence

3) long range planning and ongoing development of the program

Date of Review

Activity/Evidence

4) the effectiveness of the program, including instruction and faculty, with systems in place to demonstrate the effectiveness of the program

Date of Review

Activity/Evidence

5) cooperative involvement with the program Medical Director

Date of Review

Activity/Evidence

6) the orientation/training and supervision of clinical and field internship preceptors

Date of Review

Activity/Evidence

7) the effectiveness and quality of fulfillment of responsibilities delegated to another qualified individual

Date of Review

Activity/Evidence

I, **(PD's name)** attest that I do perform the above listed responsibilities as described in the *CAAHEP Standards and Guidelines* (Standards III.B.1.) for the position of **Program Director**.

Program Director Signature

Date