



coaemsp.org



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



August 28, 2018

TO: Sponsoring Organizations for the CoAEMSP
CoAEMSP Board Members

FROM: Tom Brazelton, MD, MPH, FAAP, Chair, Board of Directors, CoAEMSP
George W Hatch, Jr., EdD, EMT-P, LP, Executive Director, CoAEMSP

RE: Highlights from the CoAEMSP Board of Directors Annual Meeting – July 27-28, 2018

The Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP) Board of Directors met July 25-28, 2018, for three and one-half days of committee and board meetings in Louisville, Kentucky.

Prior to the meeting, the board members met in smaller teams via web meeting for three to seven plus hours each. The members of the CoAEMSP Board of Directors are dedicated and give a great deal of their talents to advancing the mission of the CoAEMSP and the education of future Paramedics. Each board member has stated that it has taken them two to three years to feel comfortable with the business of the board and to feel as though they are ramped up. The CoAEMSP is grateful for each board member's dedication to the mission – to advance the quality of EMS education through accreditation.

The highlights from the meeting:

1. **Program Actions.** Reviewed 87 programs for initial accreditation, continuing accreditation and progress reports.
2. **By the Numbers.** At the time of the board meeting there were **608 CAAHEPⁱ accredited** Paramedic programs and **81 programs** that hold the **CoAEMSP Letter of Review (LoR)**; the LoR is the precursor to CAAHEP accreditation. For a current list of Paramedic programs, visit <https://www.caahep.org/Students/Find-a-Program.aspx>.
3. **Professional Development.** One essential component of each of the CoAEMSP's face-to-face board meetings is a professional development session that is focused on the responsibilities of a board of directors for a non-profit organization. The most recent discussion focused on the Duty of Loyalty and Duality of Loyalties. Thoughtful discussion ensued on the duty to: avoid conflicts of interest and provide undivided allegiance to the CoAEMSP's mission; ensure full disclosure to the organization and refraining from participation in the organization's deliberation and resolution of an issue required to remedy a conflict; and the Corporate Opportunities Doctrine, which prohibits competition by a non-profit officer or director with the non-profit itself.
4. **40th Anniversary Recognition.** The NREMT, one of the CoAEMSP's 14 sponsors, sent a letter to the CoAEMSP Board of Directors and its staff. The letter was read from the NREMT's Interim Executive Director and Incoming Executive Director recognizing and celebrating the CoAEMSP's 40th Anniversary.
5. **AEMT.** NHTSA is researching the idea of requiring accreditation for AEMT programs by 2025. Additionally, a few states have approached the CoAEMSP about accrediting AEMT programs. In response, the CoAEMSP is committed to moving forward with offering voluntary accreditation of AEMT programs. The CoAEMSP is taking the next steps to determine the framework and action plan for offering voluntary accreditation.
6. **Site Visits & Visitors Committee** continues to develop and implement tools for use by program directors of Paramedic programs to use for site visits. The site visitor cadre of 125 is strong, with site visitors continuing to receive consistently positive feedback from peers and from programs for which they have visited. In 2018, there are 145 site visits projected.

CoAEMSP Board of Directors Annual Meeting Highlights

July 27-28, 2018

7. **Research Committee** reviewed its research study, the Effective Affective. Additionally, it continues to identify and cultivate research projects that support evidence-based standards and accreditation. One of those is publishing the results of the top 10 citations for 2016 and 2017 of Paramedic programs.
8. **Quality Improvement & Annual Reports Committee** shared the results of its recent pilot test with the new annual report that all programs will be required to submit each March 15. The annual report is the pathway for which programs will report their outcomes, including the Exam Pass Rate, both the first time pass rate (first 3 attempts) and subsequent pass rates for National and State Written Exams. To support the implementation of the new annual report, the QI Committee will offer webinars and develop guidance documents to assist programs with completing and submitting the annual report.
9. **ACCREDITCON**. The number of CAAHEP accredited Paramedic educational programs has increased *by 225%*, from 273 programs in 2011 to more than 600 programs today, in addition to nearly 80 more that are actively seeking accreditation. The average number of program directors that turn over *each year* continues to hover around 160. These numbers are staggering. To support the programs and their success, the CoAEMSP has offered three or four accreditation workshops each year, all of them filling up before the Early Bird deadline and all of them with extensive waitlists. The feedback from workshop attendees is they want more accreditation-related topics and an increase in the length of the workshops in order to participate in more educational sessions.

As a result of these statistics and requests, the CoAEMSP will launch a new program to support programs and its mission “to advance the quality of EMS education through accreditation” and respond to the needs of nearly 700 Paramedic educational programs. This new annual program is called ACCREDITCON, with the first one being held from May 29-June 2, 2019. For more information, visit www.accreditcon.org. The program will be released, and registration will open in September.

10. **Audit & Finance Committee** is developing policies to strengthen the organization’s policies on investments and reserves.
11. **Governance Committee** continues to review and revise policies for Paramedic programs and for the board of directors. The policies developed or revised were developing a policy for program personnel, including: Absence of Program Director or Medical Director, Temporary Program Director, and Acting Program Director or Medical Director. Additionally, it formalized the procedures for the Nominations and Elections process for members of the board of directors and for the officer and member-at-large positions of the Executive Committee.

The Governance Committee recommends two bylaws amendments, which will be considered during the November 2, 2018 board of directors meeting:

ARTICLE II

Section 3. Additional Sponsoring Organizations. Additional sponsoring organizations may become sponsors who also agree to become a sponsoring organization member of CAAHEP and upon approval by a ~~majority~~ **66%** vote of the Board of Directors where a quorum is present **following input from the current sponsor organizations**.

ARTICLE V

Section 5. Elections and Terms of Officers. Elections of Officers of the Corporation shall be held at the annual meeting of the Board of Directors of even numbered years, and the officers shall serve two (2) year terms ~~commencing January 1 following their election~~. **The elected officers shall take office immediately following the close of the annual meeting**. All officers of the Corporation must be approved by the majority vote of the Board of Directors where a quorum is present.

12. **Interpretations Committee** continues to draft interpretations of the CAAHEP *Standards*; for a complete list of Interpretations, visit <https://coaemsp.org/Standards.htm> > CoAEMSP Interpretations of the CAAHEP Standards [August 2018].

CoAEMSP Board of Directors Annual Meeting Highlights

July 27-28, 2018

13. **Elections.** Officer elections were held; each elected candidate will assume the position January 1, 2019, through December 31, 2020. The officers are:

Chair: Paul Berlin, MS, NRP [International Association of Fire Chiefs (IAFC)]
Vice Chair: Lori Burns, RN, MSN [American Ambulance Association (AAA)]
Secretary-Treasurer: David Becker, MA, EMT-P [International Association of Fire Chiefs (IAFC)]
Member-at-Large: Drew Harrell, MD [American College of Emergency Physicians (ACEP)]
Immediate Past-Chair: Tom Brazelton, MD, MPH, FAAP [American Academy of Pediatrics (AAP)]

In addition to the officer elections, there were elections for members of the board of directors. There are 30 members on the board of directors. (Each of the 14 sponsor has two members and there are two members selected from the public.) The CoAEMSP Bylaws require the sponsor organization to nominate at least two (2) individuals for consideration. The CoAEMSP Board of Directors then elects one member from the individuals nominated. The terms of office are for three years and an individual may serve a maximum three terms. One of the sponsors put forth two names; however, neither nominee garnered enough votes to be elected. The sponsor is being asked to submit at least two more names for consideration.

14. **Next Meetings:**

2018:	November 2	web meeting
2019:	January 30-February 1	Charleston, SC
	May 3	web meeting
	July 24-25-26-27	Salt Lake City, UT
	November 1	web meeting

Communication Protocols. The Board has adopted protocols that permit more predictable, consistent, and deliberate communications with sponsors about the work of the Board. The Board will continue to provide official updates via the Board Highlights to sponsors within 30 days of each Board meeting.

CAAHEP = Commission on Accreditation of Allied Health Education Programs

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

The Mission Statement of the CoAEMSP

The mission of the CoAEMSP is to advance the quality of EMS education through accreditation.

The Vision Statement of the CoAEMSP

CoAEMSP is recognized as the leader in evidence based standards for accreditation.

The Core Values of the CoAEMSP: CLARITY

Commitment: Dedication of time, talent and resources toward the achievement of CoAEMSP's mission.

Leadership: Inspiring others to advance the vision and goals of the CoAEMSP.

Accountability: Advancing the mission of the CoAEMSP with integrity, honesty, professionalism and high ethical standards.

Respect: Honoring the perspective of any individual or organization.

Integrated: Carrying out the work of the CoAEMSP in collaboration with EMS stakeholders.

Quality: Consistently meeting or exceeding established standards and expectations in all CoAEMSP activities.

The Goals of the CoAEMSP

GOAL #1: To conduct scholarly inquiry of relevant topics related to accreditation and EMS Education.

GOAL #2: Foster diverse instructional methodologies.

GOAL #3: Explore expanding scope of quality assurance/improvement activities to EMT and AEMT and internationally.

GOAL #4: Continue to strengthen the engagement and effectiveness of the CoAEMSP Board of Directors.

CoAEMSP Board of Directors Annual Meeting Highlights

July 27-28, 2018

ⁱ **CAAHEP** = Commission on Accreditation of Allied Health Education Programs.

CAAHEP is a programmatic postsecondary accrediting agency recognized by the Council for Higher Education Accreditation (CHEA) and carries out its accrediting activities in cooperation with its Committees on Accreditation. CAAHEP currently accredits over 2000 educational programs in 31 health science professions. [caahep.org]