



Committee on Accreditation  
of Educational Programs for the EMS Professions

8301 Lakeview Parkway  
Suite 111-312  
Rowlett, TX 75088  
Main 214-703-8445  
Fax 214-703-8449  
[www.coaemsp.org](http://www.coaemsp.org)

May 8, 2013

TO: Sponsoring Organizations for the CoAEMSP  
FROM: Doug York, NREMT-P, PS, Chair, CoAEMSP Board of Directors  
RE: Highlights from the CoAEMSP Quarterly Board Meeting – May 3, 2013

---

The Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP) Board of Directors met via conference call on May 3, 2013. The highlights from the meeting:

- CAAHEP President's Citation.** In recognition that the CAAHEP President must depend on others for assistance in accomplishing the work of the organization, CAAHEP established the President's Citation. This award is given to a volunteer who has been especially instrumental in helping the President during their term of office. The decision to give the citation, and the selection of a recipient is entirely within the discretion of the President. Criteria for this award include: membership and active participation on a task force, committee, or other body of the organization; assistance to the President directly and indirectly in achieving their goals and objectives on behalf of CAAHEP; and support for helping the President advance accreditation in allied health education. For the first time, an organization was awarded the citation – **the Committee on Accreditation for the EMS Professions!**
- Program Actions.** Reviewed 61 programs for initial accreditation, continuing accreditation, and progress reports.
- By the numbers.** Currently there are 353 CAAHEP accredited Paramedic programs and 234 programs that hold the CoAEMSP Letter of Review. The LoR is the precursor to CAAHEP accreditation. In addition 34 programs are On Hold and do not hold either status. The CoAEMSP continues to receive 5-10 new Self Study Reports each month.
- Accreditation Update.** CoAEMSP is cosponsor with the National Association of EMS Educators (NAEMSE) four workshops in 2013: CoAEMSP/CAAHEP Accreditation Update and Evaluating Student Competency in Atlanta, Dallas, Los Angeles, and Chicago.
- Strategic Plan.** CoAEMSP approved its strategic plan, which is on the following pages.
- Distance Education.** The Distance Education Task Force is working with CAAHEP and other external resources on ways to review paramedic programs that may be taught via distance education.
- CAAHEP Standards Revision:** The Commission on Accreditation for Allied Health Education Programs (CAAHEP) requires the CoAEMSP to review its Standards at least every 5 years. Due to the NREMT's accreditation initiative, which required all paramedics wishing to take the NREMT-P be graduates of a CAAHEP-accredited Paramedic program as of January 1, 2013, CAAHEP waived the 5 year requirement. The last time the CAAHEP Standards were reviewed was in 2005. The revision process will be transparent, and each sponsor organization will be asked to review and comment on each draft. Once the draft is final, each sponsor organization will be asked to endorse the Standards. With the endorsement of the 14 organizations that sponsor the CoAEMSP, then it can be presented to CAAHEP for final approval.

The first draft of the revised Standards will be reviewed and discussed by the CoAEMSP Board of Directors during their August 2013 meeting.



## CoAEMSP Board Meeting Highlights

---

May 3, 2013

### 8. Next Meetings:

August 2-3	Bloomington, MN
November 1	conference call
February 6-7, 2014	New Orleans

The CoAEMSP holds its quarterly Board meetings the first full weekend of the month on Friday & Saturday (February and August) and on Friday (May and November).

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

CAAHEP = Commission on Accreditation of Allied Health Education Programs. CAAHEP accredits Paramedic programs, as well as 23 more professions. [www.caahep.org](http://www.caahep.org). CoAEMSP operates under the auspices of CAAHEP.

For a complete list of the 14 sponsors of the CoAEMSP, visit <http://www.coaemsp.org/Sponsors.htm>.

## ***Mission Statement***

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

## ***Vision Statement***

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

## ***Core Values / 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.
- Action-oriented:** Advancing the goals and projects of the CoAEMSP through timely, deliberate and thoughtful decision-making and effective implementation.
- Respect:** Honoring the perspective of any individual or organization.
- Integrity:** Carrying out the work of the CoAEMSP with honesty, professionalism and high ethical standards.
- Quality:** Consistently meeting or exceeding established standards and expectations in all CoAEMSP Activities.

## ***Strategic Goals***

### **GOAL #1**

Developing a high level process for the collection and analysis of data for the purpose of improving EMS Education

### **GOAL #2**

Restructure Board/Staff to meet the needs of the growing organization and EMS profession. Improve Board engagement and effectiveness.

### **GOAL #3**

Position CoAEMSP to effectively respond to and manage trends in EMS Education including developing competent evaluative processes especially for Distance Education.



# CoAEMSP Strategic Plan 2013

conceptually approved by CoAEMSP Board Feb 1-2, 2013

APPROVED detailed plan May 3, 2013

Goal	Action Steps	Timeframe
<b>Goal #1</b> Developing a high level process for the collection and analysis of data for the purpose of improving EMS Education.	Contact the NREMT for any predictive validity studies of their Paramedic Exams.	May 2013
	Develop a plan for a high level meeting of key data collection players in the EMS community to determine data that is currently being collected by key players.	May 2013
	Conduct a literature search for studies on validation of accreditation standards and competency assessment.	August 2013
	Facilitate high level meeting of key data collection players.  Work together to link consortia partners' data for research.  Determine the how, when, and where as well as a formal mission and structure of consortia  Convene a series of meetings with representatives of the principle parties of interest to formulate such an action plan.  Meet monthly to begin then quarterly or biannually  Invited reps from each of the parties will take turns leading the meetings	November 2013
<b>Goal #2</b> Restructure Board/Staff to meet the needs of the growing organization and EMS profession. Improve Board engagement and effectiveness Governance.	<b>1. Restructure CoAEMSP</b>	
	(a) Chair will direct the Governance Committee to complete a Governance study exploring the structure and function of the CoAEMSP and to make recommendations in light of the CoAEMSP's mission. The Governance Committee will consider recommendations for possible implementation by April of 2014.	Fall 2013
	(b) Analyze Articles of Incorporation, Bylaws and policies to ensure consistency and congruence. (Start conversations February 2013.)  Phase I - review and analysis Phase II - revising	July 2013
	(c) Study and make proposals to the Board for changing fee structure.	Aug 3-4, 2013
	(d) Reincorporate the CoAEMSP in Texas.	Aug 3-4, 2013
	(e) CoAEMSP will retain an attorney.	July 1, 2013
	<b>2. Restructure Staffing</b>	
	(a-1) Identify the non-Board member reviewers (10) to be added to review teams	Sept 15, 2013
	(a-2) Create 5 teams with 2 non-Board members on each team	Sept 15, 2013 April 15, 2014
	(b-1) Develop a training program to orient teams	Nov 15, 2013
	(b-2) Bring into the BOD meeting for observation and day-long training	Feb 6-7, 2014 August 1-2, 2014
	(b-3) Implement 1 <sup>st</sup> pilot (Draft qualifications, re-evaluate plan)  1st pilot - Feb 2014 mtg   2nd pilot - Aug 2014 mtg assess after Feb 2014 BOD mtg	August 2-3, 2013 Jan 2014 Feb 6-7, 2014
	(c-1) Restructure Staffing identify current responsibilities; gaps in responsibilities; duplication responsibilities; redistribute responsibilities (if needed)	July 2013
	(c-2) Hire more staff	TBD
(d) Hire full-time EMS professional staff person [conduct SV (50%); research projects; customer service]	May 15, 2013	

Goal		Action Steps	Timeframe
<b>Goal #3</b>	Position CoAEMSP to effectively respond to and manage trends in EMS Education, including developing competent evaluative processes especially for distance education.	<b>1. Distance Learning</b>	
		(a) Ask CAAHEP about sponsoring a collaborative distance learning group (CoA & experts) to further develop evaluation of distance learning programs.	July 19-20, 2013
		(b) CoAEMSP will actively participate in/host such a meeting.	July-Aug 2013
		(c) Advise the Site Visit Committee on how to assist designated Distance Learning Site visits and how to implement strategies.	On-Going
		<b>2. International Programs</b>	
		(a) CoAEMSP will evaluate need for accreditation services outside the U.S. and its territories.	2018
		(b) Locate individual to assist with cultural "interpretation" of Puerto Rico LSSRs.	May 2013
		(c) Identify policies to process/evaluation of U.S. Territories (and fee structure) including site visitors.	September 2013