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March 4, 2019

TO: Sponsoring Organizations for the CoAEMSP
CoAEMSP Board Members

FROM: Paul Berlin, MS, NRP, Chair, CoAEMSP Board of Directors
George W Hatch, Jr., EdD, EMT-P, LP, Executive Director, CoAEMSP

RE: Highlights from the CoAEMSP Quarterly Board Meeting – February 1-2, 2019

The Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP) Board of Directors met on February 1 and 2, 2019, in Charleston, South Carolina.

Prior to the face-to-face meeting, the board members met in smaller teams via web meeting for several 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 84 programs for initial accreditation, continuing accreditation and progress reports.
2. **By the Numbers.** At the time of the board meeting there were **629 CAAHEPⁱ accredited** Paramedic programs and **61 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. **ACCREDITCON.** The inaugural ACCREDITCON, a new conference focused only on the accreditation standards, will debut in May 2019 to support its mission “to advance the quality of EMS education through accreditation” and respond to the needs of nearly 700 Paramedic educational programs. [Annually there are about 160 program directors that change.] The first ACCREDITCON will be held from May 29-June 2, 2019. At the end of the Early Bird registration period, portions of the event had already been sold out!

For more information, visit www.accreditcon.org.

As a sponsor of the CoAEMSP, you are provided a complimentary booth. Please visit <https://www.accreditcon.org/accreditcon-2019-exhibitor-registration/>, then click on ‘Register Now’ to register for your booth. For payment options, please select ‘Check’ and your cost will be zeroed out.

4. **Crisis Communications Plan.** The CoAEMSP believes that a crisis management plan is one of the most important parts of its business plan. The crisis management plan is about communication and successfully managing any crisis, and it allows us to predict, plan, act, and manage the crisis to keep our organization safe, solid, and successful. To support its belief, the CoAEMSP board identified potential crisis and developed action plans around each one. The Crisis Communications Plan was formally approved by the Board of Directors.
5. **Finance Committee** is developing policies to strengthen the organization's policies on investments and reserves.
6. **Site Visit & Visitor Committee** is planning to offer a Site Visitor Workshop in 2020, and will be opening the application period in the Spring.

CoAEMSP Board Meeting Highlights

February 1-2, 2019

- 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 [February 2019].
- Governance Committee** continues to review and revise policies for Paramedic educational programs and for the Board. The policies developed or revised policies on the use of the CoAEMSP logo by LoR programs; recording any portion of an accreditation site visit; and publishing the outcomes of a Paramedic educational program.

Additionally, there was an election for the seat held by NASEMSO. Dan Batsie was elected to that seat, and his term will begin immediately. 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.)

- Strategic Plan.** In August 2017, the Board approved a new strategic plan. On an annual basis, at a minimum, the Board reviews the strategic plan and assesses the achievement toward accomplishing the goals set forth. Less than 18 months into the new plan, and the Board is progressing well. (At the end of this report are the goals for which the Board connects all its work to.)
- 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. For the professional development component this time, the NREMT was invited to participate in conversations that are directly impacting both organizations. Topics included expectations of the programs and how might the NREMT and CoAEMSP use the same definition or nomenclature when requesting information from programs.

There were no program actions taken during this time. The guests from the NREMT were only present for the conversations about the NREMT and the CoAEMSP.

11. Next Meetings:

2019:	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.

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]