

coaemsp.org

March 9, 2020

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 7-8, 2020

The Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP) Board of Directors met in Albuquerque, New Mexico, February 6-8, 2020. On February 6, board members met in their respective committees and on February 7 and 8 the board meeting took place.

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 73 programs for initial accreditation, continuing accreditation and progress reports.
2. **By the Numbers.** At the time of the board meeting there were **640 CAAHEPⁱ accredited** Paramedic programs and **64 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 with Council on Education (COE).** One essential component of each of the CoAEMSP's face-to-face board meetings is a professional development session that increases the board members' knowledge of accreditation or the responsibilities of a board of directors for a non-profit organization. For the professional development component this time, the Council on Education (COE) (www.council.org) was invited to educate the board members and staff on its accreditation process for institutions. Currently there are 17 CAAHEP accredited Paramedic programs whose institutional sponsor is accredited by COE.
4. **ACCREDITCON.** The second ACCREDITCON conference, which focuses on the accreditation standards, will take place May 27-31. ACCREDITCON supports the CoAEMSP's mission "to advance the quality of EMS education through accreditation" and responding to the needs of nearly 700 Paramedic educational programs.

Based on the success of ACCREDITCON in its inaugural year, additional options will be offered this year, a CAPCE¹ accreditation workshop, PEPP² course, Medical Assisting workshops, and a clinical coordinator workshop.

For more information, visit www.accreditcon.org.

¹ CAPCE = Commission on Accreditation for Prehospital Continuing Education

² PEPP = Pediatric Education for Prehospital Professionals

Interested in exhibiting at ACCREDITCON on Friday, May 29 and Saturday, May 30? As a sponsor of the CoAEMSP, you receive complimentary booth space. Join your fellow sponsors, including the AAP³, CAAHEP⁴, NAEMSE⁵, and NAEMT⁶ in the ACCREDITCON Exhibit Area. For more information, contact jennifer@coaemsp.org.

5. **Governance Committee** is restructuring its charges and focusing on the redevelopment of the Board of Directors' Policy Manual. Additionally, it is exploring the staggering of terms for the Executive Committee's members. Currently all five EC members are elected to the same term.
6. **Audit Committee** reported the 2018-19 fiscal year audit was "clean" with no recommendations.
7. **Finance Committee** reported the overall revenue and expenses are strong. The budget for fiscal year 2020-21 was proposed and approved by the Board.
8. **Program Policy Committee** continues to review the Program Policy Manual. The policies approved by the Board were about the Letter of Review process, the Accreditation Statuses and Actions, Accreditation Fees, and Sections and Satellites.

To view these policies and all other policies programs are required to follow, visit www.coaemsp.org > Accreditation > Policies and Procedures.

9. **Site Visit & Visitor Committee** is offering a Site Visitor Workshop in 2020, increasing its cadre of 100+ site visitors. There were 26 applicants, of which 16 people are invited to attend the workshop. Site visitors are Paramedic educators, primarily program directors and medical directors from programs in good standing and have demonstrated an understanding of the CAAHEP *Standards* and the CoAEMSP policies.

Webinars are planned for 2020 for continuing education for site visitors, focusing on the accreditation standards and ensuring consistent application of them.

10. **Quality Improvement & Annual Reports Committee** is managing the annual report process, including the hosting of two webinars to educate program directors on how to complete the annual report. Programs are required to submit an annual report each March, notifying us of the program's outcomes.
11. **Data (Research) Committee** has several research projects in progress, including identifying reasons for high program director attrition. Each year an average of 160 program directors change.
12. **Interpretations Committee** further clarified the accreditation standards and expectations of programs, including clarifying Team Leads, Outcomes Assessment, Outcomes Reporting, and Publications of Outcomes.

To view these policies and all other policies programs are required to follow, visit www.coaemsp.org > Accreditation > Standards and Guidelines *Standards and Guidelines* Interpretations.

The Interpretations is a companion document to the CAAHEP *Standards and Guidelines for the Accreditation of Educational Programs in the Emergency Medical Services Professions* with CoAEMSP interpretations adopted by CoAEMSP through

³ AAP = American Academy of Pediatrics

⁴ CAAHEP = Commission on Accreditation of Allied Health Education Programs

⁵ NAEMSE = The National Association of EMS Educators

⁶ NAEMT = National Association of Emergency Medical Technicians

CoAEMSP Quarterly Board Meeting Highlights

February 7-8, 2020

policies. The interpretations are NOT part of the Standards and Guidelines document and are subject to change by CoAEMSP. Policy revisions may occur often.

13. **CAAHEP Liaison** reported beginning in April 2021, the Annual Business meeting of Commissioners, which is required by the Bylaws to be held every April, be held online via electronic means. Agenda items that traditionally have been on the April Annual Meeting program move to the January Leadership conference, beginning with January 2021. This would include items like the Keynote Address, Washington Update, Awards Luncheon, and Q&A sessions with CoAs.

This impacts each of the CoAEMSP's sponsoring organizations, like those reading these highlights, because each sponsor also has a commissioner appointed to the CAAHEP Commission.

14. Next Meetings:

2020:	May 1	web meeting
	July 29-30-31-August 1	Louisville, Kentucky
	November 6	web meeting
2021:	February 5-6-7	Austin, Texas
	May 7	web meeting
	August 5-6-7	Albuquerque, New Mexico
	November 5	web meeting
2022:	February 3-4-5	TBD
	May 6	web meeting
	July 28-29-30	TBD
	November 4	web meeting

Communication Protocols for the CoAEMSP

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]