



Committee on Accreditation  
of Educational Programs for the EMS Professions

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November 9, 2011

TO: Sponsoring Organizations

FROM: Doug York, NREMT-P, PS, Chair, Board of Directors

RE: Highlights from the CoAEMSP Quarterly Board Meeting – November 4, 2011

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The Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP) Board of Directors met November 4, 2011, via GoToMeeting. The highlights from the meeting:

1. **Program Actions.** Reviewed 42 programs for initial and continuing accreditation.
2. **Accreditation Workshops.** The 2012 scheduled will be announced in December. Attendance at workshops continue to be excellent.
3. **Treasurer's Report.** Four sponsoring organizations have not paid their 2011-2012 annual sponsor fees. As of December 1, the sponsor organizations are considered not in good standing; therefore, lose voting rights. CoA members from sponsoring organizations that have not paid have been asked to follow up with their respective organizations.
4. **Site Visits and Visitors.** In 2011, there are 113 site visits being conducted. Of the 113 site visits, 60 are for brand new programs. The 2012 schedule currently has 91 site visits scheduled, and this is expected to significantly increase. There are 151 site visitors who conduct the on-site assessments.
5. **Address + Telephone Change.** The CoAEMSP mailing address and telephone number are changing effective January 1, 2012. The new contact information is:

Committee on Accreditation of Educational Programs for the EMS Professions  
8301 Lakeview Parkway, Suite 111-312  
Rowlett, TX 75088  
Telephone: 214.703.8445  
Fax: 214.703.8449  
[www.coaemsp.org](http://www.coaemsp.org) (no change)

6. **Letter of Review.** The CoAEMSP leadership is vetting the proposed Letter of Review process with the communities of interest. The LoR process will be used as a precursor to CAAHEP accreditation in order for programs to meet the NREMT mandate.

## CoAEMSP Board Meeting Highlights

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November 4, 2011

7. **Marketing + Communications.** Reviewed 2012 marketing strategy, which includes producing monthly e-newsletters to Paramedic programs and State EMS Offices and quarterly e-newsletters to site visitors; exhibiting at national conferences promoting EMS education and accreditation; offering accreditation workshops and webinars; and increasing communications via social media.

In October, CoAEMSP produced a marketing piece and sent it to 828 potential Paramedic programs nationwide. The mailing list was pulled from the NREMT database of Paramedic programs. The original list received from the NREMT contained 1227 addresses. After the applications, currently accredited programs, and duplicates were removed, the remaining number was 828. The marketing piece included a personal letter from the Chair and Executive Director, list of resources, and nearly 50 documents to support programs working toward accreditation.

8. **Board Satisfaction Survey.** The Executive Committee conducted a survey of the Board members to determine their level of satisfaction and to identify areas of improvement for the Board. Of the 26 Board members, 73% of them participated in it. All of the members who completed the survey stated they find serving on the CoAEMSP Board a satisfying and rewarding experience. In addition, 94% of the surveyed members said they would recommend CoAEMSP as an organization to volunteer for. As a result of the survey, 11 recommendations were made to and accepted by the Board.

9. **Data Use Policy.** The CoAEMSP collects valuable data through various reporting mechanisms and have developed a data use policy for outside groups. The policy was approved and the CoA is drafting a fee structure and a conflict of interest statement.

10. **Next Meetings:**
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| February 3-4, 2012 | San Antonio     |
| May 4, 2012        | via GoToMeeting |
| August 3-4         | Washington, DC  |
| November 2, 2012   | via GoToMeeting |

*The mission of the CoAEMSP, under the auspices of CAAHEP, is to continuously improve the quality of EMS education through accreditation and recognition services for the full range of EMS professions.*

CAAHEP = Commission on Accreditation of Allied Health Education Programs. CAAHEP accredits Paramedic programs, as well as 21 more professions. [www.caahep.org](http://www.caahep.org). CoAEMSP operates under the auspices of CAAHEP.