

Landon State Office Building
900 SW Jackson Street, Room 1031
Topeka, KS 66612-1228



Phone: 785-296-7296
Fax: 785-296-6212
www.ksbems.org

Dennis Allin, M.D., Chair
Steven Sutton, Executive Director

Sam Brownback, Governor

NOTICE OF HEARING ON PROPOSED ADMINISTRATIVE REGULATIONS
K.A.R. 109-5-1c, K.A.R. 109-5-3, K.A.R. 109-7-1, K.A.R. 109-8-2, K.A.R. 109-10-1c,
K.A.R. 109-10-2, K.A.R. 109-11-4a, and K.A.R. 109-13-1

A public hearing will be conducted at 09:00 a.m., Wednesday, February 1, 2012, in Room 108, of the Landon State Office Building, 900 SW Jackson, to consider the adoption of proposed changes in existing rules and regulations.

This 60-day notice of the public hearing shall constitute a public comment period for the purpose of receiving written public comments on the proposed rules and regulations. All interested parties may submit written comments prior to the hearing to the manager of technician services, Room 1031, 900 SW Jackson, Topeka, Kansas 66612. All interested parties will be given a reasonable opportunity to present their views orally on the adoption of the proposed regulations during the hearing. In order to give all parties an opportunity to present their views, it may be necessary to request that each participant limit any oral presentations to five minutes.

Any individual with a disability may request accommodation in order to participate in the public hearing and may request the proposed regulations and economic impact statements in an accessible format. Requests for accommodation to participate in the hearing should be made at least five working days in advance of the hearing by contacting Ann Stevenson, at (785) 296-7296. Handicapped parking is located in front of and to the north of the Landon State Office Building.

These regulations are proposed for adoption on a permanent basis. A summary of proposed regulations and their economic impact follows.

K.A.R. 109-5-1c. Emergency medical technician-intermediate, emergency medical technician-defibrillator, emergency medical technician-intermediate who is also certified as an emergency medical technician-defibrillator and advanced emergency medical technician; continuing education. This regulation is a new regulation. The regulation is being changed to support changes to K.S.A. 65-6111, K.S.A. 65-6120, and K.S.A. 65-6123.

K.A.R. 109-5-3. Continuing education approval for long-term providers. This regulatory revision is to facilitate the annual submission of letters from the training program manager and training program medical director assuring and certifying all continuing education courses are in compliance with Kansas statutes and regulations. These changes also will assure that the training program manager and training program medical director are aware of their responsibility and that board staff has been advised of changes to these positions.

K.A.R. 109-7-1. Schedule of fees. This regulatory revision is necessary to incorporate language for the new scope of practice changes.

K.A.R. 109-8-2. Scheduling examinations for certification is a new regulation. This regulation requires the provider of initial courses to ensure the provision of examinations for those successfully completing the course, outlines how to apply for cognitive examination, how to apply to the examination vendor for BLS psychomotor skills examinations and outlines the requirements and how ALS courses are to apply for psychomotor skills examinations. This regulation also addresses the process for how an individual can apply for reexamination of cognitive or psychomotor skills.

K.A.R. 109-10-1c. Approved advanced emergency medical technician education standards. This regulation is a new regulation necessary to support the changes to K.S.A. 65-6111 and K.S.A. 65-6120.

K.A.R. 109-10-2. Long-term accreditation of training programs conducting initial courses of instruction is a revision to the current regulation. This regulatory revision is necessary to require the annual submission of letters from the training program manager and training program medical director assuring and certifying all initial courses are in compliance with Kansas statutes and regulations. These changes also will assure that the training program manager and training program medical director are aware of their responsibility and that board staff has been advised of changes to these positions.

K.A.R. 109-11-4a. Advanced emergency medical technician course approval is a new regulation that is comprised of language contained in K.A.R. 109-11-4 for the old scope of practice certification level with the language necessary to implement the new scope of practice.

K.A.R. 109-13-1. Training officers is a revision of the current regulation. These changes are necessary to incorporate the new levels of certification associated with the scope of practice changes.

Copies of the regulations and economic impact statements may be obtained from the Kansas Board of Emergency Medical Services, 10th Floor, Landon State Office Building, 900 SW Jackson, Topeka, Kansas 66612, (785) 296-7296 or can be accessed at www.ksbems.org.

1 **109-5-1c. Emergency medical technician-intermediate, emergency medical**
2 **technician-defibrillator, emergency medical technician-intermediate who is also**
3 **certified as an emergency medical technician-defibrillator, and advanced**
4 **emergency medical technician; continuing education.** (a)(1) Each applicant for
5 certification renewal as an EMT-I who is scheduled for renewal before January 1, 2014
6 shall have earned at least 36 clock-hours of documented and approved continuing
7 education during the preceding biennial period.

8 (2) Each EMT-I scheduled for renewal on or before December 31, 2014 or
9 December 31, 2015 shall have completed the board-approved transition course to
10 transition to the AEMT level of certification, as specified in K.S.A. 65-6120 and
11 amendments thereto.

12 (b)(1) Each applicant for certification renewal as an EMT-D who is scheduled for
13 renewal before January 1, 2014 shall have earned at least 36 clock-hours of
14 documented and approved continuing education during the preceding biennial period.

15 (2) Each applicant for certification renewal as an EMT-D who is scheduled for
16 renewal on or before December 31, 2014 or December 31, 2015 shall have completed
17 the board-approved transition course to transition to the AEMT level of certification, as
18 specified in K.S.A. 65-6123 and amendments thereto, and an initial emergency medical
19 technician-intermediate course.

20 (c)(1) Each applicant for certification renewal who is certified as an EMT-I and as
21 an EMT-D and is scheduled for renewal before January 1, 2014 shall have earned at
22 least 44 clock-hours of documented and approved continuing education during the
23 preceding biennial period.

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(2) Each applicant for certification renewal who is certified as an EMT-I and as an EMT-D and is scheduled for renewal on or before December 31, 2014 or December 31, 2015 shall have completed the board-approved transition course to transition to the AEMT level of certification, as specified in K.S.A. 65-6120 and K.S.A. 65-6123 and amendments thereto.

(d) Each applicant for renewal as an AEMT shall have earned at least 36 clock-hours of documented and approved continuing education during the initial certification period and during each biennial period thereafter. (Authorized by K.S.A. 2010 Supp. 65-6111, K.S.A. 2010 Supp. 65-6120, as amended by L. 2011, ch. 114, sec. 61, and K.S.A. 2010 Supp. 65-6123, as amended by L. 2011, ch. 114, sec. 63; implementing K.S.A. 2010 Supp. 65-6120, as amended by L. 2011, ch. 114, sec. 61, K.S.A. 2010 Supp. 65-6123, as amended by L. 2011, ch. 114, sec. 63, and K.S.A. 2010 Supp. 65-6129, as amended by L. 2011, ch. 114, sec. 88; effective P-_____.)

42 | **109-5-3 Continuing education approval for long-term providers.** (a) An application
43 | may be ~~made~~ submitted to the board to become an approved long-term provider of
44 | continuing education training as defined in K.A.R. 109-1-1.

45 | (b) Each ~~provider desiring~~ sponsoring organization requesting training program
46 | approval as a long-term provider of continuing education courses shall meet the
47 | following requirements:

48 | (1) Submit a complete application packet to the executive director for long-term
49 | provider of continuing education approval. ~~The applicant~~ This application shall ~~allow up~~
50 | ~~to be received in the board's office at least~~ 30 calendar days before the commencement
51 | of any continuing education to be offered under the long-term provider of continuing
52 | education training program approval for the ~~administrator~~ executive director to review
53 | ~~the application~~. A complete application packet shall include the following:

54 | (A) A complete application form provided by the ~~board~~ executive director that
55 | includes the signatures of the program manager and the medical ~~advisor~~ director; ~~and~~

56 | (B) a long-term continuing education training program management plan that
57 | describes how the applicant will meet the requirements of ~~paragraphs (b)(2) through (9)~~
58 | ~~will be accomplished~~ this subsection;

59 | (C) a statement from the training program manager stating that the person
60 | assures and certifies that the training program for which that person serves as program
61 | manager will offer all continuing education courses in compliance with Kansas statutes
62 | and Kansas regulations, including provision of copies of all training program records
63 | upon request by the executive director. This statement shall be submitted to the board
64 | office annually; and

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68 (D) a statement from the training program medical director stating that the person
69 assures and certifies that the training program for which that person serves as program
70 medical director will offer all continuing education courses in compliance with Kansas
71 statutes and Kansas regulations, including provision of copies of all training program
72 records upon request by the executive director. This statement shall be submitted to
73 the board office annually;

74 (2) appoint a training program manager who will serve as the liaison to the board
75 concerning program issues and sign and date the application for long-term provider of
76 continuing education and each quarterly report. The term "training program manager,"
77 as used in this regulation, shall mean one of the following:

78 (A) The training program manager For permitted ambulance services, fire
79 departments, other officially organized public safety agencies, corporations, and
80 professional associations ~~shall be,~~ a certified instructor-coordinator or training officer; or

81 (B) The training program manager for postsecondary educational institutions and
82 hospitals, an individual who has been verified by the sponsoring organization shall have
83 and has training and experience in coordinating educational offerings. ~~The training~~
84 ~~program manager shall sign and date the application;~~

85 (3) appoint a physician who ~~will~~ shall serve as the medical advisor for the training
86 program;

87 (4) provide a sufficient number of lab instructors to maintain a student-to-
88 instructor ratio of 6:1 during laboratory training sessions;

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93 (5) provide ~~a sufficient quantity~~ a list of EMS training equipment sufficient to
94 maintain a student-to-equipment ratio of 6:1 during laboratory training sessions;

95 (6) provide to each student, upon request, the following:

96 (A) A course schedule that includes the date and time of each class lesson, the
97 title of each lesson, and the name of the instructor and the instructor's qualifications to
98 teach each lesson; and

99 (B) a certificate of attendance that includes the name of the training program, a
100 statement that the training program has been approved by the board as a long-term
101 provider of continuing education training, the title of the continuing education offering,
102 the date and location of the continuing education offering, the amount of continuing
103 education credit awarded to each participant for the offering, the course identification
104 number issued by the board, and the printed name and signature of the program
105 manager;

106 (7) maintain training program records and continuing education course records
107 for at least three years. The records that shall be maintained are as follows:

108 (A) A copy of all documents required to be submitted with the application for
109 training program approval;

110 (B) student attendance rosters;

111 (C) course educational objectives; and

112 (D) master copies and completed copies of each student's evaluations of the
113 educational offerings;

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118 | (8) establish a continuing education program quality management plan that
119 | includes the following:
120 | (A) A description of the training needs assessment used to determine the
121 | continuing education courses to be conducted;
122 | (B) a description of the training program evaluations to be conducted and a
123 | description of how a review and analysis of the completed evaluations by the training
124 | program's medical advisor and the training program manager will be conducted;
125 | (C) equipment use, maintenance, and cleaning policies; and
126 | (D) training program infection-control policies; and
127 | (9) submit quarterly reports to the executive director that include the following:
128 | (A) The date, title, and location of each EMS continuing education course
129 | offered;
130 | (B) the amount of EMS continuing education credit issued for each EMS course
131 | offered; and
132 | (C) the printed name and signature of the training program manager, if submitted
133 | by electronic mail or in printed form; and
134 | (10) if the training program will include continuing education offered in a distance
135 | learning format, submit the following:
136 | (A) The process by which students can access the educator;
137 | (B) the procedures to be used for ensuring timely delivery of and feedback on
138 | written materials at all sites;

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(C) the procedures to be followed for ensuring that students are participating in

144 the course; and

145 (D) a description of the format to be used for material delivery.

146 (c) Each approved long-term provider of continuing education desiring to offer

147 continuing education in a distance learning format shall incorporate the following items

148 into the provider's long-term continuing education training program management plan:

149 (1) A definition of the process by which students can access the instructor during

150 any distance learning offerings;

151 (2) a definition of the procedures used to ensure student participation in course

152 offerings; and

153 (3) specification of each learning management system that will be used and how

154 each system is to be used in the course.

155 (d) ~~Training program approval as a long-term provider of continuing education~~

156 ~~courses shall be for a period of not more than 60 months and may be renewed by the~~

157 ~~executive director following receipt of an application for renewal of training program~~

158 ~~approval. The application shall be complete and shall be received in the board's office~~

159 ~~no later than 30 calendar days before expiration of the approval. Incomplete~~

160 ~~applications shall not be reviewed for determination of renewal approval.~~

161 (e) Each approved long-term provider of continuing education training shall

162 provide the executive director with a copy of all training program records and continuing

163 education course records upon the executive director's request. (Authorized by and

164 implementing K.S.A. 65-6111, as amended by L. 2008, ch. 47, sec. 1; effective, T-88-

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12, May 18, 1987; amended, T-88-24, July 15, 1987; amended May 1, 1988; amended
July 17, 1989; amended Nov. 12, 1999; amended May 15, 2009, amended Sept. 10,
2010; amended P-_____.)

171 **109-7-1. Schedule of fees.** (a) Attendant, I-C, training officer, and ambulance service
172 application fees shall be nonrefundable.

173 (b) First responder ~~and emergency medical responder~~ fees:

174 (1) ~~Examination/certification~~ Application for certification
175 fee.....\$15.00

176 (2) certification renewal application fee for a renewal that expires on a biennial
177 basis if received before certificate expiration.....20.00

178 (3) certification renewal application fee if received within 31 calendar days after
179 certificate expiration.....40.00

180 (4) certification renewal application fee if received on or after the 32nd calendar
181 day after certificate expiration.....80.00

182 (c) ~~Mobile intensive care technician~~ Paramedic fees:

183 (1) ~~Examination/certification~~ Application for certification
184 fee.....65.00

185 (2) certification renewal application fee if received before certificate
186 expiration.....50.00

187 (3) certification renewal application fee if received within 31 calendar days after
188 certificate expiration.....100.00

189 (4) certification renewal application fee if received on or after the 32nd calendar
190 day after certificate expiration.....200.00

191 (d) EMT, EMT-I, EMT-D, ~~and EMT-I/D~~ EMT-I who is also certified as an EMT-D,
192 and AEMT fees:

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198 (1) ~~Examination/certification~~ Application for certification

199 fee.....50.00

200 (2) certification renewal application fee if received before certificate

201 expiration.....30.00

202 (3) certification renewal application fee if received within 31 calendar days after

203 certificate expiration.....60.00

204 (4) certification renewal application fee if received on or after the 32nd calendar

205 day after certificate expiration.....120.00

206 (5) certification renewal application fee for dual certification as an EMT-I/D if

207 received before certification expiration.....30.00

208 (6) certification renewal application fee if received within 31 calendar days after

209 certificate expiration.....60.00

210 (7) certification renewal application fee if received on or after the 32nd calendar

211 day after certificate expiration.....120.00

212 (e) Instructor-coordinator and training officer fees:

213 (1) ~~Examination/certification~~ Application for certification

214 fee.....65.00

215 (2) certification renewal application fee if received before certificate

216 expiration.....30.00

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(3) certification renewal application fee if received within 31 calendar days after certificate expiration.....60.00

(4) certification renewal application fee if received on or after the 32nd calendar day after certificate expiration.....120.00

(f) Type I, II, II-A, and V ambulance service fees:

(1) Service permit application fee.....100.00

(2) service permit renewal fee if received on or before permit expiration....100.00

(3) service permit renewal fee if received after permit expiration.....200.00

(4) vehicle license application fee.....40.00

(g) Each application for certification ~~examination~~ shall include payment of the prescribed ~~examination/certification~~ application for certification fee to the board ~~in addition to the application fee prescribed by the national registry of emergency medical technicians. Separate money orders, cashier's checks, or institutional checks shall be made payable to the "National Registry of Emergency Medical Technicians."~~

(h) Payment of fees may be made by either of the following:

(1) An individual using a personal, certified, or cashier's check, a money order, a credit card, or a debit card; or

(2) an ambulance service, fire department, or municipality using warrants, payment vouchers, or purchase orders from an ambulance service, fire department, or municipality as defined by K.S.A. 65-6112 and amendments thereto, credit cards, or debit cards.

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(i) Payment submitted to the board for ~~an examination/certification~~ application for certification fee or renewal fee for more than one attendant, training officer, or I-C shall not be accepted, unless the fee amount is correct. (Authorized by K.S.A. 65-6110, as amended by L. 2011, ch. 114, sec. 81, K.S.A. 2010 Supp. 65-6111, K.S.A. 65-6127, K.S.A. 2010 Supp. 65-6129, as amended by L. 2011, ch. 114, sec. 88, K.S.A. 65-6129b, and K.S.A. 2010 Supp. 65-6129c, as amended by L. 2011, ch. 114, sec. 65; implementing K.S.A. 2010 Supp. 65-6111, K.S.A. 65-6127, K.S.A. 65-6128, K.S.A. 2010 Supp. 65-6129, as amended by L. 2011, ch. 114, sec. 88, K.S.A. 65-6129b, and K.S.A. 2010 Supp. 65-6129c, as amended by L. 2011, ch. 114, sec. 65; effective July 1, 1990; amended Feb. 3, 1992; amended Nov. 1, 1996; amended, T-109-8-8-00, Aug. 8, 2000; amended Nov. 13, 2000; amended Oct. 31, 2003; amended P-
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260 **109-8-2. Scheduling examinations for certification.** (a) Each provider of initial
261 courses of instruction for attendants shall ensure the provision of certification
262 examinations for those students successfully completing the course.

263 (b) The following scheduling requirements shall apply to the cognitive knowledge
264 examination:

265 (1) Emergency medical technician-intermediates, sponsoring organizations, and
266 candidates shall schedule with the state-contracted vendor for these examinations.

267 (2) For first responder, emergency medical responder, emergency medical
268 technician, advanced emergency medical technician, mobile intensive care technician,
269 and paramedic, the following requirements shall apply:

270 (A) Each candidate shall register with the national registry of emergency medical
271 technicians.

272 (B) Each candidate shall schedule examinations with the computer-adaptive
273 testing vendor specified by the national registry of emergency medical technicians.

274 (3) Each sponsoring organization shall validate each candidate's successful
275 course completion.

276 (c) The following scheduling requirements shall apply to the psychomotor skills
277 examination:

278 (1) Each sponsoring organization or candidate shall schedule the examination
279 for first responder, emergency medical responder, emergency medical technician, and
280 emergency medical technician-intermediate with the state-contracted vendor at least 30
281 days in advance of the desired examination date.

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286 (2) Each sponsoring organization or candidate shall schedule the examination
287 for advanced emergency medical technician, mobile intensive care technician, and
288 paramedic with the national registry of emergency medical technicians by performing
289 the following:

290 (A) Negotiating a contractual agreement with a national registry representative to
291 serve as facilitator;

292 (B) completing the examination host approval process and submitting the
293 request for new examination with the national registry of emergency medical
294 technicians;

295 (C) negotiating contractual agreements with examiners, as prescribed by the
296 national registry representative, who have attained board approval following a review to
297 ensure current certification, have no disciplinary actions taken or pending against their
298 Kansas emergency medical services certification or certifications, and have held the
299 current certification level for at least two years;

300 (D) negotiating contractual agreements with currently certified attendant
301 assistants in numbers prescribed by the national registry representative;

302 (E) ensuring availability of a sufficient number of rooms to be used for
303 examination stations, national registry representative room, candidate waiting area, and
304 other facilities as prescribed by the national registry representative; and

305 (F) providing sufficient quantities of equipment and supplies as prescribed by the
306 national registry representative.

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(d) Each candidate not successfully completing the examination process during the initial examination shall schedule reexamination as follows:

(1) Cognitive knowledge examination reexaminations.

(A) For emergency medical technician-intermediate, the candidate shall schedule the examination with the state-contracted vendor.

(B) For first responder, emergency medical responder, emergency medical technician, advanced emergency medical technician, mobile intensive care technician, and paramedic, the candidate shall schedule the examination with the national registry of emergency medical technicians.

(2) Psychomotor skills examination reexaminations.

(A) For first responder, emergency medical responder, emergency medical technician, and emergency medical technician-intermediate, the candidate shall schedule the examination with the state-contracted vendor according to guidelines available at the board's web site.

(B) For the psychomotor skills examination for advanced emergency medical technician, mobile intensive care technician, or paramedic, the candidate shall schedule the examination with the national registry of emergency medical technicians.

(Authorized by and implementing K.S.A. 2010 Supp. 65-6111; effective P-
_____.)

230 **109-10-1c. Approved advanced emergency medical technician education**

231 **standards.** (a) The document titled “Kansas emergency medical services education
232 standards: advanced emergency medical technician,” dated July 2010, is hereby
233 adopted by reference to implement the new scope of practice pursuant to K.S.A. 65-
234 6120, and amendments thereto, for advanced emergency medical technician initial
235 courses of instruction.

236 (b) Proposed curricula or proposed curricular revisions may be approved by the
237 board to be taught as a pilot project, for a maximum of three initial courses of
238 instruction, so that the board can evaluate the proposed curricula or proposed curricular
239 revisions and consider permanent adoption of the proposed curricula or proposed
240 curricular revisions. Students of each approved pilot project course shall, upon
241 successful completion of the approved pilot project course, be eligible to take the board-
242 approved examination for certification at the attendant level for the approved pilot
243 project course. All examination regulations shall be applicable to students successfully
244 completing an approved pilot project course. (Authorized by K.S.A. 65-6110, as
245 amended by L. 2011, ch. 114, sec. 81, and K.S.A. 2010 Supp. 65-6111; implementing
246 K.S.A. 2010 Supp. 65-6111; effective P- _____.)

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248 **109-10-2. Long-term accreditation of training programs conducting initial**
249 **courses of instruction.** (a) Long-term training program accreditation may be
250 approved by the ~~administrator or the administrator's designee~~ executive director for
251 EMS initial courses of instruction to be conducted only by ~~providers of training~~
252 sponsoring organizations, as defined ~~at K.S.A. 65-6112 and amendments thereto in~~
253 K.A.R. 109-1-1a.

254 (b) ~~The initial approval of long-term training program accreditation for EMS initial~~
255 ~~courses of instruction shall be for 24 months and may be renewed for a period of 60~~
256 ~~months for each complete renewal application. The accreditation shall expire on the~~
257 ~~last day of the applicable month.~~

258 (c) ~~Training program accreditation may be withdrawn, suspended, or modified by~~
259 ~~the administrator subject to review by the board if the training program coordinator~~
260 ~~submits a written request for board review within 10 calendar days after receipt of a~~
261 ~~letter advising the training program that withdrawal, suspension, or modification action~~
262 ~~has been taken.~~

263 (d) Each sponsoring organization ~~desiring~~ requesting long-term training program
264 accreditation for EMS initial courses of instruction shall meet the following requirements:

265 (1) ~~Make~~ Submit a complete application packet for ~~approval~~ long-term training
266 program accreditation to the ~~administrator for long-term training program accreditation~~
267 executive director. This application shall be ~~complete and shall be~~ received in the
268 board's office at least 90 calendar days before the commencement of ~~an~~ any initial
269 course of instruction provided under the auspices of a long-term accredited training
270 program. A complete application shall include the following:

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- (A) A completed application form provided by the ~~administrator~~ executive director;
- (B) a training program management plan describing how the applicant will meet the requirements of this subsection;
- (C) a list of EMS training equipment ~~that will be used in each course~~; and
- (D) a statement ~~of assurances and certifications signed by~~ from the training program ~~coordinator~~ manager stating that the person assures and certifies that the training program for which that person serves as program manager will offer all initial courses of instruction in compliance with Kansas statutes and Kansas regulations, including provision of copies of all training program records upon request by the executive director. This statement shall be submitted to the board office annually; and
- (E) a statement from the training program medical ~~advisor that is on a form provided by the administrator~~ director stating that the person assures and certifies that the training program for which that person serves as medical director will offer all initial courses of instruction in compliance with Kansas statutes and Kansas regulations, including provision of copies of all training program records upon request by the executive director. This statement shall be submitted to the board office annually;
- (2) appoint a training program ~~coordinator~~ manager who ~~will~~ shall serve as the liaison to the board concerning program issues and shall sign and date the application for long-term training program accreditation and each notice of intent to conduct

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299 training. The term “training program ~~coordinator~~ manager” as used in this regulation

300 shall mean one of the following:

301 (A) For permitted ambulance services, fire departments, other officially organized
302 public safety agencies, and corporations, shall be a certified I-C-; or

303 (B) The training program coordinator for postsecondary educational institutions
304 and hospitals shall verify within the application, that the coordinator has, an individual
305 who has been verified by the sponsoring organization to have training and experience in
306 coordinating educational offerings. The training program coordinator shall sign and date
307 the application for long-term training program accreditation, each notice of intent to
308 conduct training, and each assurances and certifications form;

309 (3) appoint a physician who will shall serve as the medical adviser director for
310 the training program. The training program medical adviser director shall sign and date
311 each application for long-term training program accreditation and each assurances and
312 certification form notice of intent to conduct training;

313 (4) appoint a primary instructor for each course that, at a minimum, meets the
314 requirements of the course approval regulations applicable to is certified at or above the
315 level of course to be conducted. The primary instructor of each course shall sign and
316 date the notice of intent to conduct training on a form provided by the administrator
317 executive director;

318 (5) provide a sufficient number of lab assistants to maintain a student-to-
319 instructor ratio not to exceed six students for each instructor during laboratory training
320 sessions;

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324 (6) enter into written agreements with a hospital [or hospitals](#) to provide clinical
325 training and with a Kansas-permitted ambulance service [or Kansas-permitted](#)
326 [ambulance services](#) to provide field internship training, if applicable, at the level of EMS
327 initial courses of instruction to be conducted. [Written assurance of continuation of this](#)

328 [agreement shall be provided in January of each year;](#)

329 (7) ~~provide~~ [ensure the provision of](#) clinical preceptors for courses requiring
330 clinical training;

331 (8) ~~provide~~ [ensure the provision of](#) field internship preceptors for courses
332 requiring field internship training;

333 (9) provide a sufficient quantity of EMS training equipment to maintain a student-
334 to-equipment ratio of 6:1 during laboratory training sessions;

335 (10) establish an infection-control policy;

336 (11) establish an equipment maintenance and cleaning policy;

337 (12) conduct analyses of outcome assessments utilized in the training program
338 that, at a minimum, address the following outcomes [assessments](#):

339 (A) Each student's ability to perform competencies in a field-contextual situation;

340 (B) each student's ability to integrate cognitive and ~~meter~~ [psychomotor](#) skills to
341 appropriately care for sick and injured patients;

342 (C) each student's competency in all ~~meter~~ [psychomotor](#) skills included in the
343 curriculum;

344 (D) the manner in which test items measure attainment of educational
345 objectives;

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(E) the manner in which the training program is evaluated by the sponsoring organization, and the students, and communities of interest, and the manner in which this information is utilized to modify the program, if necessary;

(F) laboratory training sessions that include distributed practice;

(G) the degree to which students gain knowledge during the course;

(H) each student's receipt of sufficient laboratory, clinical, and field experience to become competent clinicians;

(I) evidence that cognitive material is periodically reviewed and tested at higher levels of taxonomy and that labs include distributed practice and learning to autonomic level and simulation mastery;

(J) the qualifications, commitment, and support of the lead faculty conducting the course;

(K) the validity and reliability of instruments being used to establish the competence of graduates;

(L) clinical and field training that includes sufficient documented patient contact with a variety of medical and trauma patients in order to establish, in the preceptor's and medical advisor's director's professional judgment, that the student has attained competence; and

(M) field training in which providers are utilizing quality assurance systems and sound medical control, and are providing students with medical feedback on patients they have seen;

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373 (13) provide each student with a course syllabus for each course that describes,
374 at a minimum, the following information:

- 375 ~~(A) A summary of the course goals and objectives;~~
376 ~~(B) student prerequisites, if any, for admission into the course;~~
377 ~~(C) instructional and other materials required to be purchased by the student;~~
378 ~~(D) student fees;~~
379 ~~(E) student attendance policies;~~
380 ~~(F) student evaluation policies;~~
381 ~~(G) student requirements for successful course completion;~~
382 ~~(H) a description of the clinical and field training requirements, if applicable;~~
383 ~~(I) student and participant safety policies;~~
384 ~~(J) Kansas requirements for certification;~~
385 ~~(K) student dress and hygiene requirements, if applicable;~~
386 ~~(L) student progress conferences;~~
387 ~~(M) student discipline policies; and~~
388 ~~(N) student policies concerning equipment use~~ required in K.A.R. 109-11-1a

389 (b)(1);
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391 (14) provide each student with a course schedule for each course that contains,
392 at a minimum, the information required in K.A.R. 109-11-1a (b)(3);

393 (15) maintain training program records and course records for ~~a minimum of~~ at
394 least three years. The records that shall be maintained are as follows:

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398 (A) A copy of all documents required to be submitted with the application for
399 long-term training program accreditation;

400 (B) a copy of all documents required to be submitted with the notice of intent to
401 conduct training; and

402 (C) ~~student attendance~~ a copy of all documents required to be maintained by
403 K.A.R. 109-11-1a (d)(2);

404 ~~(D) student grades;~~

405 ~~(E) student conferences;~~
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407 ~~(F) course curricula;~~

408 ~~(G) lesson plans for all lessons delivered;~~

409 ~~(H) clinical training objectives, if applicable;~~

410 ~~(I) field training objectives, if applicable;~~

411 ~~(J) completed clinical and field internship preceptors' evaluations of each~~
412 ~~student;~~

413 ~~(K) master copies and completed copies of the outcome assessment and~~
414 ~~outcome analyses tools used;~~

415 ~~(L) completed copies of the students' evaluations of each course and all~~
416 ~~instructors; and~~

417 ~~(M) a copy of each course syllabus;~~

418 (16) establish a budget dedicated to the support of the training program;

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423 (17) establish position descriptions for the program ~~coordinator~~ manager, the
424 program medical ~~adviser~~ director, the primary instructor, adjunct faculty, and lab
425 assistants;

426 (18) establish a committee that will serve in an advisory capacity to the training
427 program concerning issues of program planning, implementation, evaluation, and
428 continuing quality improvement. The purpose of the committee shall be clearly stated in
429 the training program's management plan. Committee membership shall, at a minimum,
430 be representative of the training program's communities of interest, ~~former~~ graduates of
431 the training program, program faculty, the training program medical ~~adviser~~ director, and
432 general public; and

433 (19) when applicable, submit a sufficient notice of intent to conduct training on a
434 form provided by the ~~administrator~~ executive director for each course conducted. Each
435 notice of intent to conduct training shall meet the following requirements:

436 (A) Be received in the board office at least ~~45~~ 30 calendar days before the date
437 of the first class session;

438 (B) meet the requirements of the Kansas administrative regulations applicable to
439 each level of course that the training program will conduct; and

440 (C) include a course schedule that ~~includes the following information:~~ meets the
441 requirements in K.A.R. 109-11-1a; and

442 ~~(i) The date and time each class session is to meet;~~

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448 ~~(ii) the title of each lesson that corresponds to the title of the lesson as stated in~~
449 ~~the applicable United States department of transportation national standard curriculum~~
450 ~~being taught;~~

451 ~~(iii) the instructor of each lesson and the instructor's qualifications; and~~

452 ~~(iv) the lesson number of each lesson that corresponds to the lesson number of~~
453 ~~the applicable United States department of transportation national standard curriculum~~
454 ~~being taught; and~~

455 (D) include a list of all faculty to be used in the delivery of the course. The list
456 shall include the name and credentials of the primary instructor, lab assistants, and
457 guest faculty.

458 ~~(e)~~ (c) Upon request by the ~~administrator~~ executive director, each long-term
459 accredited training program shall provide the ~~administrator~~ executive director with
460 copies of all training program and course records.

461 ~~(f)~~ (d) ~~Effective January 1, 2001, training programs approved to conduct MICT~~
462 ~~initial courses of instruction shall meet the following requirements:~~

463 ~~(1) Require that, on or before completion of the program, all students be~~
464 ~~conferred, at a minimum, an associate degree in applied science by the college;~~

465 ~~(2) verify, with the submission of notice of intent to conduct training for the first~~
466 ~~course to begin on or after January 1, 2001, that the training program coordinator has~~
467 ~~applied for accreditation to the committee on accreditation of allied health education~~
468 ~~programs joint review committee for emergency medical technician-paramedic; and~~

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~~(3) provide proof of accreditation from the committee on accreditation of allied health education programs joint review committee for emergency medical technician-paramedic. This proof shall be submitted to the board before the commencement of the third course that begins after January 1, 2001.~~

(g) ~~Effective January 1, 2001,~~ Long-term accredited MIGT paramedic training programs applying for renewal of board accreditation that have current accreditation by the committee on allied health education programs joint review committee for emergency medical technician-paramedic shall be considered as having submitted sufficient application by submitting a completed application form provided by the administrator executive director and written verification of current joint review committee accreditation. (Authorized by and implementing K.S.A. ~~1988 Supp.~~ 65-6110, as amended by L. 2011, ch. 114, sec. 81, and K.S.A. 2010 Supp. 65-6111; effective Aug. 30, 1993; amended Nov. 12, 1999; amended P-_____.)

486 **109-11-4a. Advanced emergency medical technician (AEMT) course approval.** (a) AEMT
487 initial courses of instruction pursuant to K.S.A. 65-6120, and amendments thereto, may be
488 approved by the executive director to be conducted only by sponsoring organizations.

489 (b) Each sponsoring organization requesting approval to conduct AEMT initial courses
490 of instruction shall meet the course requirements in K.A.R. 109-11-1(b)-(f).

491 (c) Each approved AEMT course shall ensure, and shall establish in writing, how each
492 student is provided with experiences, which shall include at a minimum the following:

493 (1) Successfully perform 20 venipunctures, of which 10 shall be for the purpose of
494 initiating intravenous infusions;

495 (2) administer one nebulized breathing treatment during clinical training;

496 (3) successfully perform five intraosseous infusions;

497 (4) perform a complete patient assessment on each of 15 patients, of which at least 10
498 shall be accomplished during field internship training;

499 (5) while directly supervised by an AEMT, a paramedic, a physician, a physician
500 assistant, an advanced practice registered nurse, or a professional nurse, respond to 10
501 ambulance calls;

502 (6) perform 10 intramuscular or subcutaneous injection procedures;

503 (7) complete 10 patient charts or patient care reports, or both; and

504 (8) perform the application and interpretation of the electrocardiogram on eight patients
505 during clinical training and field internship training.

506 (d) Any approved course may be monitored by the executive director.

507 (e) Each sponsoring organization shall insure that the instructor-coordinators and
508 training officers provide any course documentation requested by the executive director.

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(f) Program approval may be withdrawn by the board if the sponsoring organization fails to comply with or violates any regulation or statute that governs sponsoring organizations. (Authorized by K.S.A. 65-6110, as amended by L. 2011, ch. 114, sec. 81, K.S.A. 2010 Supp. 65-6111; implementing K.S.A. 65-6110, as amended by L. 2011, ch. 114, sec. 81, K.S.A. 2010 Supp. 65-6111, K.S.A. 2010 Supp. 65-6129, as amended by L. 2011, ch. 114, sec. 88, and K.S.A. 65-6129a; effective P- _____.)

518 **109-13-1. Training officers.** (a) A training officer I may coordinate and teach
519 continuing education for attendants. A training officer II may coordinate and
520 teach continuing education for attendants and be the primary instructor and
521 coordinate first responder and emergency medical responder initial courses of
522 instruction.

523 (b) ~~An~~ Each initial applicant for training officer I certification shall apply to
524 the board using forms provided by the ~~administrator~~ executive director and shall
525 meet the following requirements:

526 (1) ~~Verification of~~ Validate certification at or above the level of EMT or
527 licensure as ~~an EMT, EMT-I, EMT-D, MICT,~~ a physician, physician's assistant,
528 advanced practice registered nurse, or a professional nurse;

529 (2) validate appointment by one of the following persons:

530 (A) The chief executive officer ~~or designee~~ of an ambulance service, a
531 hospital, a fire department, or a municipal rescue squad; or

532 (B) ~~an the~~ administrator ~~or designee~~ for an educational institution or
533 ~~organization~~ corporation that conducts EMS training programs; and

534 (3) provide evidence of successful completion of a board-approved
535 training officer initial course of instruction at the appropriate training officer level.

536 (c) In addition to meeting the requirements listed in subsection (b), an
537 initial applicant for training officer II certification shall establish current board
538 approval as a training officer I.

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(d) Training officer certification may be renewed upon meeting all of the following conditions:

(1) Submitting an application ~~is made to the board~~ using forms provided approved by the ~~administrator.~~ board;

(2) ~~The applicant verifies providing verification of~~ current certification at or above the level of EMT or licensure as ~~an EMT, EMT-I, EMT-D, MICT,~~ a physician, physician's assistant, advanced practice registered nurse, or ~~a~~ professional nurse~~;~~;

(3) ~~The applicant verifies providing verification of~~ appointment by one of the following persons:

(A) The chief executive officer ~~or designee~~ of an ambulance service, a hospital, a fire department, or a municipal rescue squad; or

(B) ~~an the~~ administrator ~~or designee~~ for an educational institution or organization that conducts EMS training programs~~;~~ and

(4) ~~As part of the continuing education requirement, the applicant attends, during each year of the biennial period, providing proof of attendance at an approved training officer workshop at the appropriate training officer level educator conference approved by the board~~ and ~~instructs~~ proof of having instructed 20 hours of training applicable to EMS values, skills, knowledge, and practice during the biennial period immediately preceding renewal.

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(e) Each training officer shall maintain, for at least three years, copies of the attendance rosters for three-years courses that the training officer conducted or coordinated and shall submit these records to the board upon request.

(Authorized by K.S.A. ~~1999 Supp.~~ 65-6110, as amended by L. 2011, ch. 114, sec. 81, and K.S.A. 2010 Supp. 65-6111; implementing K.S.A. ~~1999~~ 2010 Supp. 65-6129c, as amended by L. ~~2000, Ch. 117, § 4~~ 2011, ch. 114, sec. 65; effective Jan. 31, 1994; amended Nov. 12, 1999; amended Nov. 13, 2000; amended P-
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