

Kansas Emergency Medical Services Education Standards

TRAINING OFFICER II

KANSAS BOARD OF EMS

TRAINING OFFICER II

INITIAL COURSE STANDARDS

The standards addressed in this document constitute content required to be provided in Training Officer II initial courses of instruction.

Purpose

The Training Officer II course provides knowledge to assist parties identified in K.S.A. 65-6129c to plan, implement, coordinate, teach and evaluate continuing education courses.

Course requirements

Training Officer II initial courses of instruction shall:

1. Be a maximum of forty-three (43) hours in length;
2. Include a final written cognitive examination developed by the provider of training and approved by the board;
3. Include a psychomotor skills examination assessing competency in patient management skills at the candidate's level of certification. This examination shall be documented using previously developed examination instruments, by board approved examiners, with examination instruments submitted to the board with other course completion documents.
4. Curriculum
 - a. Kansas Statutes Annotated
 - b. Kansas Administrative Regulations
 - c. The following modules from the 2002 National Guidelines for Educating EMS Instructors as adopted by reference in K.A.R. 109-10-1a:
 - i. Module 6, The Learning Environment
 - ii. Module 7, Learning Styles
 - iii. Module 8, Domains of Learning
 - iv. Module 9, Goals and Objectives
 - v. Module 11, Presentation Skills
 - vi. Module 17, Teaching Psychomotor Skills

Faculty

Instructors and examiners shall be selected by the provider of training and approved by the board. A list of faculty and their credentials shall be submitted to the board with the application for initial course. Selected instructors and examiners shall possess the following qualifications:

1. A minimum of two (2) years of application of knowledge relevant to content of lecture to be provided.
2. A minimum of two (2) years of routine psychomotor skills performance of psychomotor skills to be evaluated.
3. Documentation of experience teaching similar content.

Course Evaluation

Candidates shall be required to complete an evaluation of the course. The evaluation shall measure the completion of course objectives, the content of the program, and the effectiveness of the faculty, equipment, and facilities. Completed evaluations shall be submitted to the Board upon course completion.

Syllabi and Schedules

Each candidate shall be provided a course syllabus and course schedule prior to or during the initial course session.

Records Management

The sponsoring organization shall maintain the following records for a minimum of three (3) years:

1. A copy of the application packet submitted for initial course approval, including:
 - a. Copy of the course syllabus.
 - b. List of all candidates enrolled in the course.
 - c. List of all faculty and their credentials.
 - d. Course objectives.
 - e. Copy of all completed psychomotor skills examination documents.
 - f. Copy of all handouts provided to candidates.
 - g. Copy of all completed course evaluation documents.