

The Kansas Board of EMS is dedicated to ensuring standardized BLS psychomotor examinations.

We thank you for helping us ensure the quality and integrity of this examination process.

The BLS exam is designed to assure protection of the public by measuring entry-level BLS knowledge and competencies.

Candidates serve as the lead team member as they complete a 15-minute patient management scenario during which they assess and care for one simulated patient, while directing the actions of one trained assistant.

Evaluation of the candidate is based on their ability to correctly provide and manage treatment of the patient and may include everything from Scene Size-up through Hand-off of the patient to the receiving facility.



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## Preparing for Your Role as a BLS Examination Staff Member



Kansas Board of Emergency  
Medical Services

Tel: 785-296-7296



## BLS Exam Staffing

Each examination room is staffed by 1 exam facilitator, 1 assistant and 1 simulated patient.

**Reminder: This is an examination of the candidate's ability to manage a patient. For this reason, candidates should be performing initial assessments and most of the needed treatments. If the candidate is engaged in the provision of a treatment, they may direct the assistant to obtain an assessment and then the candidate should use the information to further treat the patient. Candidates should not direct assistants to perform assessments and treatments that they have the time to conduct themselves. In the event the candidate is directing the assistant to perform a task they should be prepared to provide step by step instructions on how the assessment or treatment is to be performed, if requested by the Exam Facilitator.**

## All Exam Staff

Exam staff must be located in their assigned room throughout the scheduled examination. KBEMS or the SOEC must be notified of the need for breaks prior to leaving the examination area. Should the day include a meal break, exam staff will be notified by KBEMS or the SOEC when they must return to their station to facilitate completion of the remaining exams.

- Ensure personal understanding of the BLS Psychomotor Skills Examination Guidebook.
- Ensure Exam is conducted equally for all without discrimination due to race, color, national origin, religion, sex, gender, age, disability, or position within the EMS system.
- Ensure objective, professional, unbiased, non-discriminatory evaluation of all candidates

## Exam Facilitator Qualifications

- Current EMS provider certification required, or currently licensed professional nurse or other allied health professional with a minimum of 2 years experience, no pending disciplinary actions and no conflicts of interest associated with any candidate(s). **Primary instructors cannot be an Exam Facilitator at an exam site where their students are testing.**
- Must be fair, consistent and objective.
- Must provide thorough documentation of witnessed events.
- Must understand that there is more than 1 acceptable method to manage a patient
- Must understand that Patient Management is not the old Patient Assessment component skill.

## Exam Facilitator Responsibilities

Exam Facilitator responsibilities include:

- Must ensure an assessment has been completed that results in obtaining specific information. NO volunteered information or consider it done.
- Read instructions, scenario and other information exactly as printed to every candidate
- Verbalize the candidate's identification number, date & time for recording by the video camera.
- Ensure consistent presentation of all equipment, props, and moulage during the examination
- Coach/program simulated patient for the assigned station
- Maintain security of all examination material, equipment, supplies, and return to the KBEMS Rep at end of exam

## Assistants

Assistant responsibilities include:

- Must be a certified EMT or higher and must not have mobility restrictions
- Cannot be related to or biased towards any candidate being examined.
- Assistants will greet the candidate outside the candidate check-in area and introduce themselves.
- As a team, the assistant and candidate will enter the exam room.
- Assistants will don gloves prior to beginning each examination.
- Assistants will position themselves on the floor, either beside or across the patient from the candidate, throughout the examination.

## Simulated Patients

Simulated Patient responsibilities include:

- Must be able to have vital signs assessed with an average adult BP cuff
- Must be clothed in shorts and tank top to facilitate application of moulage
- Cannot be related to the candidate examining or be biased towards the candidate being examined.
- Recommend certification at or above the EMT level, or other emergency healthcare professionals
- Must be capable of being able to effectively act out the role of a real patient in a similar out-of-hospital situation

**Exam Facilitators, Assistants and Simulated Patients are crucial to the success of the BLS examination process. The Kansas Board of EMS and KBEMS staff extend our sincere Thanks to each and everyone who makes the commitment.**

