



Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions

Executive Analysis of Initial-Accreditation Self Study Report (ISSR)

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| Sponsor Name: | ACME County Medical Center | | |
| SV window start: | Month: Aug | Year: 2009 | Program #: 600000000 |
| SV window end: | Month: May | Year: 2010 | EA Date: 8-6-2009 |

| ISSR Parts / Appendices | Clearly Ans | Possible Problem /Violation? | Comments |
|-------------------------|-------------|------------------------------|----------|
| Title page information | Yes | - | Complete |
| Table of Contents | Yes | - | Complete |

General Information

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|-------------------------|-----|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Personnel information | Yes | - | Primary PD and MD are attached to ACME and ACE College also provides PD and Associate MD to provide additional oversight to the program. |
| History and development | Yes | - | Program with ACE College (Hatfield/McCoy communities) formalized in Spring 2007 with a real time, synchronous interactive TV link that originates from ACME. |

PART A: SPONSORSHIP

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| Consortium | No | Problem? | Although ACME qualifies as a free standing program in their own right, I am not certain at first blush if the program is not really, in fact, a consortium. Additional clarification of this arrangement is needed. |
| Sponsoring Institution | | | |
| Accreditation | Yes | - | Hospital-based program holds ACGME accreditation for 4 years through April 2010. |
| Legal authority | Yes | - | Complete |

PART B: PROGRAM GOALS

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| Communities of Interest | | | |
| Needs and Expectations | Yes | Problem? | NO DATA |
| Responsive to | Yes | Problem? | NO DATA |
| Proper representation on Adv Cmte | No | Problem? | SS indicated that COI's were well represented and served by this program although NO DATA are attached to verify the claim. |
| Advisory Cmte met at least once | No | Problem? | SS indicated that both sufficient representation was in place and that meetings did occur although there is NO formal evidence that either occur. Please VERIFY ON-SITE. |
| Advisory Committee minutes | No | Problem? | NONE attached. Please VERIFY ON-SITE. |
| Additional Program Goals | Yes | - | Complete |
| Program Goals | | | |
| Continuing methods | Yes | Problem? | COI's are apparently pleased, however, NO DATA to support the goals. Please VERIFY ON-SITE |
| Program planning/implementation | Yes | Problem? | States that both are in place although NO DATA are included for review. |

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| Special considerations, if any | Yes | Problem? | Stated that they are in "partnership with ACE College" so this educational approach appears to work well for those in the region and serve parts of rural YOUR STATE HERE who might otherwise be without educational opportunities. |
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PART C: PROGRAM RESOURCES

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| Resource Assessment Matrix | | | |
| First 4 columns complete | Yes | - | Program is to be commended for utilizing the current CoAEMSP and DataArc forms to collect DATA. Program appears to be using the se data to drive change in the program based on the information included for review. |
| Resources sufficient, if applicable | Yes | - | Complete. |
| Organizational Chart | Yes | Problem? | Complete although still unsure of how they exist without being a consortia as previously mentioned. |
| Personnel | | | |
| CV forms | Yes | - | Complete |
| Job descriptions | No | Violation? | NOT included for review. Please VERIFY ON-SITE. |
| Responsibilities | | | |
| Program Director | Yes | - | PD appears to have sufficient release time to accomplish his mission. |
| Medical Director(s) | Yes | Violation? | The MD appears to have minimum involvement in the day to day operation of the program.I was unsure of how much time he devotes to the areas he is responsible for in my review.Please VERIFY ON-SITE. |
| Faculty | Yes | - | Although not a requirement, it is noted that very few of the faculty are certified as instructors in the "card courses" which is interesting. |
| Qualified | | | |
| Program Director | Yes | - | Complete |
| Medical Director(s) | Yes | - | Complete |
| Clinical Coordinator | Yes | - | Complete |
| Faculty | Yes | - | Complete |
| Course Requirements | Yes | - | Complete. |
| Determine curriculum meets minimums | No | Violation? | NOT included for review. Please VERIFY ON-SITE. |
| Action Plan for unsatisfactory | No | Violation? | NOT included for review. Please VERIFY ON-SITE. |
| Instructional Methodologies | No | Violation? | NOT included for review. Please VERIFY ON-SITE. |
| Appropriate sequence of instruction | No | Violation? | NOT included for review. Please VERIFY ON-SITE. |
| Planned physician instruction | No | Violation? | NOT included for review. Please VERIFY ON-SITE. |
| Teaching and administrative loads | No | Violation? | NOT included for review. Please VERIFY ON-SITE. |
| Hospital affiliates | No | Violation? | NOT included for review. Please VERIFY ON-SITE. |
| Field Internships | No | Violation? | NOT included for review. Please VERIFY ON-SITE. |

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| Student Clinical Rotation Matrix | Yes | Violation? | The matrices reflect a combined number of patients that were seen in both clinical and field. It does not appear that students are seeing sufficient numbers of patients, conditions, etc. particularly in the pediatric and obstetrical areas which is problematic. Please VERIFY ON-SITE. |
| Student Field Internship Matrix | Yes | Violation? | .The matrices reflect a combined number of patients that were seen in both clinical and field. It does not appear that students are seeing sufficient numbers of patients, conditions, etc. particularly in the pediatric and obstetrical areas which is problematic. Please VERIFY ON-SITE. |
| Tracking of competencies | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Team Leader opportunities | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Student Access to services | No | Violation? | NONE included for review. As mentioned in the SS, the students lack access to appropriate student services.Please VERIFY ON-SITE. |
| Course syllabi | | | |
| Didactic | Yes | Violation? | ALL domains of learning are mentioned, however, the Affective domain should be broken out individually rather than included simply as "other". I believe that these are all present, however, it is up to the program to demonstrate HOW they are measured. please VERIFY ON-SITE. |
| Laboratory | Yes | Violation? | ALL domains of learning are mentioned, however, the Affective domain should be broken out individually rather than included simply as "other". I believe that these are all present, however, it is up to the program to demonstrate HOW they are measured. please VERIFY ON-SITE. |
| Clinical | Yes | Violation? | ALL domains of learning are mentioned, however, the Affective domain should be broken out individually rather than included simply as "other". I believe that these are all present, however, it is up to the program to demonstrate HOW they are measured. please VERIFY ON-SITE. |
| Field Internship | Yes | Violation? | ALL domains of learning are mentioned, however, the Affective domain should be broken out individually rather than included simply as "other". I believe that these are all present, however, it is up to the program to demonstrate HOW they are measured. please VERIFY ON-SITE. |
| PART D: EVALUATIONS | | | |
| Evaluations timely and valid | Yes | Problem? | Appears to be although NO DATA are included for review. Please VERIFY ON-SITE. Additionally, ALL domains of evaluation are mentioned, however, I am uncertainhow they are evaluated by the |

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| | | | Faculty. |
| Tracking of student progress | Yes | Problem? | FISDAP was recently implemented. Please view ON-SITE. |
| Evaluations documented | Yes | Problem? | FISDAP was recently implemented. Please view ON-SITE. |
| Skill/Check sheets | | | |
| Laboratory | Yes | - | Complete |
| Clinical | Yes | - | Complete |
| Field Internship | Yes | - | Complete |
| Planning for Outcomes | | | |
| Retention | Yes | - | The program is to be HIGHLY commended for utilizing the current CoAEMSP instruments in this area and went so far as to provide a breakdown of how the program was doing in these critical areas for future tracking. Additionally, the program utilized the DataArc survey instruments to evaluate the most recent (first) graduating class as well as their employers. It is clear that although it was the first offering and had some rough areas the students greatly valued their education AND the employers valued the graduates that they employed. Overall, this was a great strength of the program and demonstrates that the required documentation will drive positive change in educational process. |
| Positive Placement | Yes | - | Well done. |
| Credentialing/State Exams | Yes | - | Well done. |
| Graduate Surveys | Yes | - | Well done. |
| Employer Surveys | Yes | - | Well done. |
| Utilizing outcomes data | Yes | - | Well done. |
| PART E: FAIR PRACTICES | | | |
| General catalogue | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Admissions-published, non-discrim | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Student grievance policy | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Compliance with ADA | | | |
| Policies | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Disclosure technical standards | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Students informed of | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Faculty grievance policy | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| All activities educational | No | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Permanent transcript | Yes | Problem? | Provided 39 SCH through ACE College. Program needs to demonstrate this to SV Team with examples. |
| Affiliation agreements with all | Yes | Problem? | ACME is the major hospital and EMS provider and NO others are included. Do students at the remote sites do ALL clinical |

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| | | | and field internship experiences here? Please VERIFY ON-SITE. |
| All applicant/student disclosures | No | Problem? | NONE included for review. Please VERIFY ON-SITE. |
| All additional student disclosures | No | Problem? | NONE included for review. Please VERIFY ON-SITE. |
| PART F: SUPPLEMENTAL INFORMATION | | | |
| Program information (a thru o) | Yes | Violation? | NONE included for review. Please VERIFY ON-SITE. |
| Program strengths | Yes | - | seasoned staff with education focus, great rapport with EMS operations side, experienced preceptors, large urban trauma center with EM residency program, and HIGH first-time pass rates for NREMT exams. |
| Program limitations | Yes | Violation? | Problems with DE technology that created numerous student issues, lack of defined and accessible student support services, lack of clerical support, old equipment in need of replacement, A&P course, need additional clinical/field sites, lack of faculty CME opportunities, and recent adoption of FISDAP. Please VERIFY ON-SITE. |
| Systems used to identify | Yes | - | Clearly, the program is gathering DATA in these areas and utilizing these DATA to make the necessary adjustments to the program. Please VERIFY ON-SITE. |
| Analysis/Action plans | Yes | - | Clearly, the program is gathering DATA in these areas and utilizing these DATA to make the necessary adjustments to the program. Please VERIFY ON-SITE. |
| Faculty Eval SSR Questionnaires | Yes | Violation? | The PD, MD and Faculty have assessed and identified strengths and limitations to improve the educational process. The areas previously mentioned are noted in this evaluation. Please VERIFY ON-SITE. |
| Student Eval SSR Questionnaires | Yes | Violation? | Students (11-12 months in session) were pleased with the program overall. However, they pointed out that lack of clinical coordination, lack of preceptors, IT technology issues(the connection to the remote sites), additional targeted lab sessions were the primary areas that need attention from the program.A MAJOR concern is the technology issue broadcasting to the remote sites which appears troublesome based on these reviews. This is an area that will require sufficient explanation to determine how problems are overcome and what issues students at the remote sites are experiencing. Please VERIFY ON-SITE. |
| CONSORTIUM | | | |
| Proper membership | No | Problem? | I have reviewed the organizational chart but am still uncertain whether the program stands alone or is really a member of a "consortia" as defined by CAAHEP Standards and Guidelines. |
| Responsibilities documented | No | Problem? | I have reviewed the organizational chart but |

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| | | | am still uncertain whether the program stands alone or is really a member of a "consortia" as defined by CAAHEP Standards and Guidelines. |
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| Other Comments: | <p>This was not an easy read in many ways. Overall, the program is MISSING many key elements of documentation for the EA. The result means that more time will be taken by the SV Team ON-SITE looking to evaluate materials that should have been included in the ISSR. The SV Team will have to spend sufficient time assessing for these resources and it will incumbent upon the PD and principals in the program to review this EA and have these materials catalogued and readily available when the SV takes place in the near future.</p> <p>I appreciated the overview with the "Partnership Agreement" in Part L that described this very good arrangement. The use of DE technology is not unique, however, it does present some challenges. The problems identified in the SS and in student and staff comments is a real concern given this is a primary delivery system. I believe that it is something that can be overcome but its use will need to be demonstrated to the SV Team. I am still not sure of whether the program stands alone or truly is a consortium but this can be further clarified during the SV.</p> <p>Of special note, the 7 page Completion Recommendation and Approval Form is very well done and could serve as a model for other programs to demonstrate successful completion of all competencies. It is thorough and detailed and if the student does all of these items and the requisite signatures and backup documents have been included in the student file, it really accomplishes its goal. I was impressed!</p> <p>YOUR STATE HERE Does NOT currently require accreditation. 4.5 Hours to review.</p> |
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| Executive Analysis Performed by: | George W Hatch Jr EdD LP EMT-P |
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| Forwarded to program director: | Yes | On date: | 8-6-2009 |
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For questions, contact:

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