



**REGION 11
CHICAGO EMS SYSTEM
POLICY**

Title: Continuing Education Testing
Section: EMS Education
Approved: EMS Medical Directors Consortium
Effective: August 1, 2018

CONTINUING EDUCATION TESTING

I. REQUIREMENTS

- A. Participants in the educational process will complete CE testing as required.
- B. Successful completion of courses is defined as:
 - 1. Region 11 EMS System Mandatory CE modules: minimum score of 75 percent on each written and practical exam, or at the discretion of the EMSMD.
 - 2. Out of System CE: Successful completion of courses validating comparable competencies within the reregistration/relicensing period (e.g., ACLS, PHTLS, PEPP, etc as per Out-of-System Continuing Education policy).

II. CONTENT OF PROFICIENCY EXAMS

All questions and/or skill demonstrations will be referenced to the knowledge objectives of the National EMS Education Standards, CE module content, the Region 11 EMS System Protocols and Policies.

III. NOTIFICATION OF TEST RESULTS

- A. Exam scores may be provided on the day of testing.
- B. If the exam is not reviewed on the day of testing, the exam may be reviewed at the respective Resource Hospital by contacting the EMS office and arranging an appointment with the EMS Coordinator

IV. FAILURE OF EXAM

- A. Any portion of the exam that is not successfully completed after the first attempt will necessitate review of the exam by the Resource Hospital EMS Coordinator or designee with the EMS personnel.
- B. The exam review and retesting must be scheduled with the Resource Hospital EMS Coordinator or designee. It is the responsibility of EMS personnel to schedule.
- C. Exam review and retesting shall be completed within 60 days from the date of the initial failure or the EMS personnel shall be subject to suspension of their medical privileges.
- D. The retest will be administered by the EMS Coordinator or the EMSMD (or designee) of the respective Resource Hospital, and graded immediately upon completion.
- E. Upon completion of the exam, EMS personnel will be notified verbally of the examination results and will subsequently receive written confirmations.



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- F. If a passing grade is not achieved, notification of failure on the retest will be sent by regular mail (all mailings will be considered delivered unless returned). This will include a notification that failure of a third test will result in suspension of medical privileges. Employers of these individuals will be notified of retest examination failures and possibly of suspension of medical privileges within four (4) weeks.
- G. The third test shall be accomplished within the subsequent four-week period. It is the responsibility of the EMS personnel to schedule the retest with the Resource Hospital EMS Coordinator or his/her designee.
- H. It is the responsibility of the EMS personnel to review relevant content and prepare for the third and final exam.
- I. The third test will be administered by the EMS Coordinator or EMSMD (or designee) of the respective Resource Hospital and graded immediately upon completion.
- J. EMS personnel will immediately be notified verbally of the examination results, and subsequently will receive written confirmation.
- K. In the event of failure of the third test, the EMS personnel's medical privileges shall be suspended. The respective employer will be notified immediately regarding the individual's status upon completion of the third test.
- L. At all times, EMS personnel will be afforded due process as delineated in IDPH's Rules and Regulations accompanying the EMS Act.