



Emergency Medical Services Agency Prehospital Care Manual **Policy 208**

EMS FIELD SUPERVISOR ACCREDITATION

Effective Date April 15, 2009
Replaces January 22, 2008

Resources

[EMS Personnel Application \(EMS 901\)](#)
[State of California Ambulance Strike Team Plan](#)

I. Purpose

To identify minimum qualifications for private EMS Field Supervisors in the County of Santa Clara to ensure consistency in the management of prehospital care operations. This policy does not preclude any additional requirements deemed appropriate by an individual's employer.

II. Definition

- A. An EMS Field Supervisor is an individual specifically charged with the responsibility of supervising EMS field operations for a private enterprise providing emergency medical services. The EMS Field Supervisor may be utilized by the Agency at anytime to fulfill an ICS position, as necessary, when the requirements contained in this policy have been met. Assignments may also include out-of-county Mutual Aid and Ambulance Strike Team deployments.
- B. A fire or law enforcement officer may fulfill the roles and responsibilities of an EMS Field Supervisor as applicable by law. This policy is specifically designed to address individuals with a full time EMS field management function (private air and ground ambulance service supervisors and EMS Duty Chief).

III. Initial Qualifications

- A. An individual must complete all the following requirements prior to serving as an Accredited EMS Field Supervisor.

1. Minimum of three (3) years field experience in the provision of emergency medical/prehospital care services (at least one year must be in Santa Clara County).
2. Appointment by individual's employer
3. Be in good standing with the Agency and EMSA.
4. Completion of all of Policy 214 training requirements
5. Completion of Incident Command System 200
6. Completion of Incident Command System 300
7. Introduction to the National Response Plan - IS 800A or 800B
8. Successful completion of Hazardous Materials First Responder Operations course (FRO)
9. Complete a provider agency supervisor-training program that includes, but is not limited to; personnel management, conflict resolution, crisis management, CISM, and basic investigation skills.
10. Successful completion of the EMS Field Supervisor Accreditation Examination administered by the Agency (when implemented).

IV. Acting EMS Field Supervisor Qualifications

- A. An individual may serve as an Acting EMS Field Supervisor while completing the requirements if an Accredited EMS Field Supervisor is also on duty and available for response during the duration of the Acting EMS Field Supervisors shift.
 1. Minimum of two (2) years field experience in the provision of emergency medical/prehospital care services.
 2. Appointment by individual's employer
 3. Be in good standing with the Agency and EMSA.
 4. Completion of all of Policy 214 training requirements

5. Completion of Incident Command System 200
6. Completion of Incident Command System 300

VI. Continuing Education Requirements

- A. Completion ICS 400 within one year of attaining accreditation.
- B. Completion of the Hospital Incident Command System (HICS) course within one year of attaining accreditation.
- C. Completion of the Principle of Emergency Management “IS-230” or Professional in Emergency Management Course “IS-513” within two years of attaining initial accreditation.
- D. Attend no less than 50% of Agency Prehospital Command and Control Briefings offered annually.
- E. Participate in at least three (3) functional EMS exercises per year (may be offered through the provider agency).
- F. Participate on at least one Agency stakeholder committee, advisory group, or task force annually.

V. Accreditation

- A. Upon successful completion of the requirements identified in this Policy, Accreditation will be issued by the Agency and will be valid for two (2) years from time of issue.
- B. Accreditation may be revoked at anytime by the individuals' employer.
- C. Investigations and discipline related to the performance of an EMS Field Supervisor shall be the same as the process utilized for the EMTs and paramedics. All investigations will be conducted in cooperation with the individuals' employer.
- D. Accreditation is valid only when the individual is "on-duty".