

Appendix C

NAME: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_ LICENSE #: P \_\_\_\_\_

## Ventura County Accreditation Requirements Continuing Education Log

This form should be used to track your continuing education requirements. This form must be turned in when it is time for your reaccreditation. When attending a continuing education course, remember to get a course completion, as EMS will audit 10% of all paramedics reaccrediting and if you are randomly selected you must provide a course completion for each course attended in order to receive credit for that course. Course completions must have the name of the course, number of hours, date, provider agency and provider number.

When you complete the Ventura County continuing education standards per Policy 318 you will automatically meet the State of California requirements for re-licensure.

**Remember that the Skills Refresher and intubation requirements are to be completed yearly based on license cycle.**

**The Skills Refresher, Intubation refresher session and the EMS Update requirements are mandatory and they must be completed in the stated time frames or negative action will be taken against your paramedic training level.**

Field Care Audit Hours (12 hours are required, 6 hours must be completed in Ventura County)				
	Date	Location	# Of Hours	Provider Number
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				

**Lecture Hours**

	<b>Required Courses</b>	<b># of Hours</b>	<b>Date</b>	<b>Location</b>	<b>Provider Number</b>
1.	ACLS (4 hours)				
2.	PALS (4 hours)				

EMS Updates are held in **May** and **November** each year.

EMS Updates are completed as new or changed policies become effective. Enter **ACTUAL** Date of class attendance below:

	<b>EMS Update</b>	<b>Target Dates</b>	<b>Date</b>	<b>Location</b>	<b>Provider Number</b>
3.	EMS UPDATE #1 (1 hour)	Office use only			
	EMS UPDATE #2 (1 hour)	Office use only			
	EMS UPDATE #3 (1 hour)	Office use only			
	EMS UPDATE #4 (1 hour)	Office use only			
4.	Ventura County MCI COURSE (2 hours)	Office use only			

Skill Refreshers are held in **March** and **September** each year. The following requirements must be completed in each year of your license cycle (*for example*: If your re-licensure month is June 2020, you must complete year one requirement between June 2018 and June 2019 and year two requirement between June 2019 and June 2020).

	<b>Paramedic Skills Lab</b>	<b>Target Dates</b>	Enter <b>ACTUAL</b> Date of class attendance below:		
			<b>Date</b>	<b>Location</b>	<b>Provider Number</b>
5.	Skills Refresher year 1 (3 hours)	Office use only			
	Skills Refresher year 2 (3 hours)	Office use only			

6. Airway Lab refresher session (1 session every 6 months based on your license expiration date.)

	<b>Airway Labs</b>	<b>Target Dates</b>	Enter <b>ACTUAL</b> Date of class attendance below:		
			<b>Date</b>	<b>Location</b>	<b>Provider Number</b>
	#1 Airway Lab Session	Office use only			
	#2 Airway Lab Session	Office use only			
	#3 Airway Lab Session	Office use only			
	#4 Airway Lab Session	Office use only			

**Additional Hours (12 hours)**

(These hours can be earned with any combination of additional Field Care Audit, lecture, etc.)

	<b>Date</b>	<b># of Hours</b>	<b>Location</b>	<b>Provider Number</b>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				