



COUNTY OF VENTURA HEALTH CARE AGENCY		EMERGENCY MEDICAL SERVICES POLICIES AND PROCEDURES	
Policy Title: Mobile Intensive Care Nurse: Reauthorization Requirements		Policy Number: 322	
APPROVED: Administration:	 Steven L. Carroll, Paramedic	Date: December 1, 2018	
APPROVED: Medical Director	 Daniel Shepherd, MD	Date: December 1, 2018	
Origination Date:	April 1983		
Date Revised:	May 8, 2014		
Date Last Reviewed:	September 13, 2018	Effective Date: December 1, 2018	
Next Review Date:	September 30, 2021		

- I. PURPOSE: To define the reauthorization procedures for Ventura County Mobile Intensive Care Nurse (MICNs).
- II. AUTHORITY: Health and Safety Code Sections 1797.56 and 1797.58, 1797.213 and 1798.
- II. POLICY:  
Ventura County (MICNs) shall meet the requirements and apply for reauthorization every two years (Appendix A-C).
- III. PROCEDURE:
  - A. Ventura County MICNs shall:
    1. Complete a total of thirty-six hours of Continuing Education, 50% of which, in each category, shall have been obtained at Ventura County Base Hospitals. Document continuing education on Appendix D.
      - a. Field Care Audits (Field care audit): Twelve hours per two years.
      - b. Periodic training sessions or structured clinical experiences (Lecture/Seminar): Twelve hours per two years. Lecture/Seminar hours may be fulfilled by the following means:
        - 1) EMS Updates (Mandatory, up to two times per year, as offered).
        - 2) ACLS recertification - 4 hours credit
        - 3) PALS, PEPP, or ENPC recertification – 4 hours credit
        - 3) Self-Study/Video CE - No more than 50% of the total lecture requirement shall be met by combination of self-study and/or video CE.

- a) Self-study CE shall be documented by a certificate from the sponsor of the self-study opportunity (e.g., EMS journals mail courses, etc.).
  - b) Video CE - Video CE shall be presented so that a physician or PCC is available to answer questions at the time of the presentation. A posttest shall be successfully completed at the Base Hospital, signed by the MICN and PCC, and documentation of attendance maintained at the Base Hospital.
  - c) Ride along with an approved Ventura County Paramedic unit may be required at PCC discretion.
- c. Basic MCI Training for the MICN:
- 1) Four (4) hour initial training required no later than December 31, 2014 for all new and existing MCINs.
  - 2) Two (2) hour refresher training required for MICN re-authorization every two years after the initial training has been completed.
- d. Miscellaneous Education: Ten hours per two years. Miscellaneous education Includes:
- 1) Ride-along on an ALS Unit for a maximum of 12 hours or at the discretion of the Prehospital Care Coordinator,
  - 2) ALS level teaching, maximum of 8 hours.
  - 3) Additional field care audit and/or lecture/ seminar, or
  - 4) Administrative assistance to PCC.
- e. Verification of attendance must be retained by the MICN.
- 1) The Base Hospital Attendance Roster shall be signed individually by each MICN and maintained by the Base Hospital.
  - 2) CE attendance verification for classes taken out of Ventura County shall be documented by completion of the Paramedic/MICN Continuing Education Record or a facsimile of a roll sheet signed by the sponsoring agency PCC with an additional original signature of the sponsoring agency PCC.
  - 3) Credit shall be given only for actual time in attendance at CE.

- 4) Credit may be received for a class one time only in an authorization cycle.
2. To Maintain MICN Authorization
    - a. Function as an MICN for an average of 32 hours per month over a six-month period or
    - b. An MICN whose duties for his/her primary employer are administering a VC ALS Program may, with approval of the EMS Medical Director, maintain his/her MICN status by performing MICN clinical functions at a VC Base Hospital for 8 hours per month, averaged over a six month period.
  3. Complete all reauthorization requirements (Appendix A-D) by the first day of the month that the Authorization card expires. In the event the MICN takes a leave of absence from their employer, he/she will have 60 days from the date of return to work to complete any outstanding CE prior to reauthorization, if an EMS Update was offered during leave of absence, it must be made up prior to radio assignment.
  4. Maintain current ACLS and PALS, PEPP or ENPC certification.
- B. Upon successful completion of the above requirements, an MICN shall be authorized for a period of two years from the last day of the month in which all requirements were met.

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

EMPLOYER: \_\_\_\_\_ Authorization #: M\_\_\_\_\_

### Ventura County Authorization 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 reauthorization. When attending a continuing education course, remember to get a course completion, as EMS will audit 10% of all MICN's reauthorizing 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.

**The EMS Update requirements are mandatory and they must be completed in the stated time frames or negative action will be taken against your MICN authorization.**

Field Care Audit Hours (12 Hours)				
	Date	Location	# Of Hours	Provider Number
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				

Lecture Hours				
Required Courses	# of Hours	Date	Location	Provider Number
1.	EMS UPDATE #1 (1 hour)			
2.	EMS UPDATE #2 (1 hour)			
3.	EMS UPDATE #3 (1 hour)			
4.	EMS UPDATE #4 (1 hour)			
EMS Updates are completed as the new or changed policies are put into place. This is usually done every 6 months in May and November.				
5.	ACLS Course (4 hours – additional hours please record in miscellaneous hours section)			
6.	PALS, PEPP or ENPC (4 hours – additional hours please record in miscellaneous hours section)			
7.	Basic MCI for the MICN-Refresher (2 Hours)			

Miscellaneous Hours (10 hours are required) (These hours can be earned with any combination of additional field care audit, lecture, etc.)				
	Date	# of Hours	Location	Provider Number
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				