



BASIC LIFE SUPPORT ONGOING TRAINING & EVALUATION PROGRAM (OTEP) GUIDANCE DOCUMENT

The Skagit County Dept of EMS has developed a countywide OTEP program for BLS providers. This process has been completed, reviewed, and approved by Dr. Russell.

1. EMS Online OTEP Course Modules- Annually

- Annual topics will be set by King County EMS Online. These topics will then be split into OTEP #1 and OTEP #2 by the county Training Manager
- Each module must be viewed and the quiz must be completed prior to attendance at OTEP Skill Sessions or provider may be denied attendance.
- **These must be completed within the assigned calendar year.**

2. BLS OTEP Skill Sessions- Annually

- A minimum of 2 OTEP Skill Sessions will be attended annually (Standard or Advanced OTEP)
- The assigned EMS Online OTEP Course Modules must be completed prior to attendance.
- **These must be completed within the assigned calendar year.**

3. Code Review- Annually

- A minimum of 2 Code Review's must be attended annually.
- **These must be completed within the assigned calendar year.**

4. Advanced OTEP- *Optional*

- Advanced OTEP is meant to allow providers wishing to have a higher depth of education in the assigned subjects. These will be taught by Paramedics at an AEMT or Paramedic level and will include additional ALS Interface skills and topics
- ***For those electing to participate in an Advanced BLS OTEP they will receive credit to satisfy the didactic (EMS Online) modules and OTEP Skills Session as outlined in the course description.***
- Advanced OTEP will consist of lecture followed by skills and written assessment.
- Advanced OTEP Skills and Didactic credit is allowed for the following pre-approved classes:
 - Pre-Hospital Life Support (PHTLS)
 - Advanced Cardiac Life Support (ACLS) for EMT's
 - Advanced Medical Life Support (AMLS)
 - Tactical Combat Casualty Care (TCCC)
 - Tactical Emergency Casualty Care (TECC)

5. CPR Certification- Annual

- Each BLS provider will annually complete renewal of their CPR for the Healthcare Provider or CPR Pro certification.

6. EMT- IV THERAPY TECHNICIANS (in addition to the above listed BLS OTEP requirements)-

- Attend 1 ALS Skills Update per year.

FOR EMT-IV's IN THEIR FIRST 3 YEAR CERTIFICATION CYCLE:

- Documentation of 36 documented IV starts per year (108 in 1st 3 yr certification cycle)

OTEP FAQ's

There are several important points to remember and understand about OTEP and this program in particular:

1. Only an approved OTEP evaluator under direction of the county Training Manager can check off skills.
2. The State has indicated the individual BLS Provider is ultimately responsible for completing and tracking their CME.
3. OTEP Assignments, Skill Sessions, Code Reviews, etc. must be completed within the calendar year it was assigned. If the provider fails to do so, they will revert to the Traditional Method of recertification set out in WAC 246-976-161, WAC 246-976-162 and WAC 246-976-163.
4. OTEP Skill Sessions and Code Reviews do not have to be done at your own agency. These can be done at any published OTEP or Code Review class throughout the county.

REMEDIAL EDUCATION

Remedial training will be provided to individuals who are unsuccessful in any aspect of training. The focus of this training will be to answer all questions and provide guidance that will allow the individual to be successful. Continued inability to be successful may require consultation with the county Medical Program Director.

RECERTIFICATION PROCESS

In the interest of ensuring no lapse in certification, we are asking that the following process be followed to recertify;

90 Days prior to expiration date.

- Ensure that the BLS OTEP Checklist for all years in your certification is completed along with copies of attendance or completion.
- Turn in completed OTEP Checklist to EMS Dept.
- Go to the Washington State DOH website at <https://fortress.wa.gov/doh/emsonline/EMSLogon.aspx> and follow the instructions to recertify online
- Once your training checklist has been submitted it will be assessed for compliance and the request for recertification will be approved.

ANY REQUEST FOR RECERTIFICATION SUBMITTED LESS THAN 45 DAYS PRIOR TO EXPIRATION WILL LIKELY RESULT IN THE EXPIRATION OF THE PROVIDERS CERTIFICATION, CREATING A PERIOD OF TIME WHERE THE PROVIDER WILL NOT BE ALLOWED TO PRACTICE.

2016 BLS OTEP Checklist

****This sheet is meant to be filled out and kept up-to-date by the provider and is to be presented to the EMS department with supporting documentation upon application to recertify.****

Name _____ Primary Agency _____

Certification # _____ Expiration Date _____

2016 OTEP #1 Required EMS Online Modules

- Glasgow Coma Scale
- Teamwork and Communication
- Airway Adjuncts
- Abdominal Injuries

2106 OTEP #2 Required EMS Online Modules

- Pediatric Respiratory
- Burns
- Sick-Not Sick

2016 Ongoing Training

- Glucometry
- EPI
- Infectious Disease

2016 Required OTEP Skills Sessions:

#1 Location/Date _____

#2 Location/Date _____

Advanced 2016 OTEP (Optional)

#1 Location/Date _____

#2 Location/Date _____

2016 Required Code Reviews

#1 Location/Date _____

#2 Location/Date _____

High Performance CPR & HIV/HBV/BBP

#1 Location/Date _____