Purpose:                      To define standard guidelines for clearance of EMTs and AEMTs to run emergency calls.  
Scope:                         This policy applies to all members of BSBRA  
Policy:  
A)   For members that obtain a new EMT-B certification, the clearance process shall be as follows:

1. New EMT-Bs will function as the EMT in charge for a minimum of five (5) BLS-level emergency calls under the guidance of an agency preceptor of an equal certification or higher. The preceptor will complete an evaluation form to be submitted to the Field Training Committee, and provide feedback to the member-in-training.
2. After five (5) preceptor evaluations, the member-in-training will arrange a Midpoint Evaluation Meeting with the Field Training Committee to evaluate progress thus far and recommend appropriate corrective actions, if necessary.
3. The following five (5) evaluations must be by agency Field Training Officers of equal certification or higher.
4. After 10 evaluations, the member-in-training shall arrange a Clearance Interview with the Field Training Committee to determine the member’s readiness for clearance. The Committee will then recommend the member be cleared by the Second (2nd) Assistant Chief The Committee may require additional positive evaluations prior to recommending the member be cleared by the Second (2nd) Assistant Chief.

B)        For members that obtain a new EMT-CC or EMT-P certification, the clearance process shall be as follows:

1. New AEMTs will function as the EMT in charge for a minimum of five (5) ALS-level emergency calls under the guidance of an agency preceptor of an equal certification or higher. The preceptor will complete an evaluation form to be submitted to the ALS Training Coordinator, and provide feedback to the member-in-training.
2. After five (5) preceptor evaluations, the member-in-training will arrange a Midpoint Evaluation Meeting with the ALS Training Coordinator to evaluate progress thus far and recommend appropriate corrective actions, if necessary.
3. The following five (5) evaluations must be by agency Field Training Officers of equal certification or higher.
4. After 10 evaluations, the member-in-training shall arrange a Clearance Interview with the ALS Training Coordinator to determine the member’s readiness for clearance. The Coordinator will then recommend the member be cleared by the Second (2nd) Assistant Chief. The Coordinator may require additional positive evaluations prior to recommending the member be cleared by the Second (2nd) Assistant Chief.

C)        For new members who already possess a certification at any level, were cleared in another agency, and can provide a letter from a previous Chief or Supervisor supporting his or her clearance and good standing, the clearance process shall be as follows:

1. New members shall complete three (3) emergency calls as the EMT in charge at the appropriate level of care under the guidance of an agency Field Training Officer. The Field Training Officer will complete an evaluation to be submitted to the Field Training Committee (or ALS Training Coordinator, if applicable), and provide feedback to the member in training.
2. After three (3) evaluations, the member-in-training shall arrange a Clearance Interview with the Field Training Committee (or ALS Training Coordinator, if applicable) to determine the member’s readiness for clearance. The Committee may require additional positive evaluations prior to recommending the member be cleared by the Second (2nd) Assistant Chief.
3. New members with higher certification than EMT-B may elect to complete evaluations at the EMT-B level to be cleared BLS prior to pursuing ALS clearance.

D)        For new members who already possess a certification at any level but have not been cleared in another agency, or cannot provide a letter supporting his or her clearance and good standing, the clearance shall be as specified in Policy A for EMT-Bs, or Policy B for AEMTs. New members with higher certification than EMT-B may elect to complete evaluations at the EMT-B level to be cleared BLS prior to pursuing ALS clearance.  
E)        Preceptor Evaluations must be completed by a minimum of two (2) different Preceptors, and FTO Evaluations must be completed by a minimum of two (2) different Field Training Officers.  
F)        Preceptors and Field Training Officers of all levels shall be designated by the Second (2nd) Assistant Chief.  
G)        The Field Training Committee shall consist of a minimum of three (3) members designated by the Second (2nd) Assistant Chief. The Field Training Committee will oversee the clearing process of all EMT-Bs. A minimum of three (3) members of the Field Training Committee will attend all EMT-B Midpoint Evaluation Meetings and Clearance Interviews.  
H)        The ALS Training Coordinator shall be an EMT-P designated by the Second (2nd) Assistant Chief. The ALS Training Coordinator will oversee the clearing process of all EMT-CCs and EMT-Ps.  
G)        The Second (2nd) Assistant Chief shall make all final decisions regarding clearance at all certification levels, based on the recommendations of the Field Training Committee or ALS Training Coordinator.