



FCM 006-2016

FIRE CHIEF MEMORANDUM

DATE: January 7, 2016

TO: All Members

THROUGH: Eric C. Tade, Chief of Department *ECT*
Todd A. Bower, Deputy Chief of Department *TAB*
Charles Drennan III, Division Chief, Operations *CD*
Jerry Kuzior, Assistant Chief, Operations *JK*

FROM: Jeff Linville, Captain, Operations *JL*

SUBJECT: 2016 EMS PROGRAM AND EDUCATION OUTLINE

This correspondence serves to outline the EMS program and education for 2016. The Operations Division will continue to schedule and coordinate monthly CME for the DFD membership. Companies are expected to attend their monthly CME class specified on the Operations calendar. Changes to the calendar shall be made through the District Chiefs to the Operations Division. The Denver Health EMS Instructors will email a monthly calendar to their respective firehouses. This calendar shall be printed and posted in the firehouse for reference. If members are deficient in their hours for EMT recertification, the company officer shall be notified and their respective EMS Instructor will work with members to obtain those hours. Please reference the table below for the required hours for EMT recertification.

- State of Colorado Requirements for EMT Recertification
 - 1 hour - Preparatory content including scene safety, quality improvement, health and safety of EMS providers, or medical legal concepts
 - 2 hours - OB patient assessment and treatment
 - 2 hours - Pediatric patient assessment and treatment
 - 6 hours - Trauma patient assessment and treatment
 - 5 hours - Patient assessment
 - 3 hours - Airway assessment and management
 - 6 hours - Medical/behavioral emergency patient assessment and management
 - 11 hours - Elective content relevant to the practice of emergency medicine
 - Total = 36 hours every 3 years
- Monthly CME classes will be scheduled and placed on the Operations Calendar.

- CME classes will also be provided in the 3rd floor classroom on the second Tuesday of each month for support service personnel.
- Monthly CME classes will also be provided each month for Dispatch personnel; this will be placed on the Operations Calendar.
- Members can also receive CME hours by attending the probationary EMT training classes at Rita Bass EMS Education center. Please contact Lead Instructor Jody Drajem at 303-668-8234 for availability.
- All members are expected to participate in the EMS/CME classes.
- **Members will be expected to be courteous and professional with the education staff.** Company officers are expected to immediately address any disruptive or unprofessional behavior.
- Any issues that cannot be addressed with the company officer shall be documented via internal correspondence to the Operations Captain.
- Remember that the EMS Instructors hold no administrative capacity to address specific paramedic concerns or complaints. These issues shall be documented in writing to the Operations Captain.
- CPR recertification classes will be scheduled for the first Tuesday of each month. Typically, there will be one morning class (0830) and one afternoon class (1330). District Chiefs will work within their district on recertification days to get their members in attendance. Overtime is not authorized for members in need of CPR recertification when they have a Tuesday Kelly Day or are on vacation. Operations and the EMS Education staff will work with members to provide classes for members when they are on duty. Members are expected to be actively involved in the scheduling of the CPR recertification by contacting the EMS Education Lead Instructor prior to the scheduled recertification class. All DFD members are required to be CPR and EMT certified.
- EMS Instructors that are assigned to individual districts and support services are for contact, record keeping, and individual training needs. Instructors will actively monitor individual training to ensure members are prepared with the required hours for EMT recertification. Members shall consider their District EMS Instructor the primary contact when arranging additional or individual training.
- Members can check their CME hours via the DFD Web/Member Tools/Find Member by Name/Training Dashboard-EMT Hours. Members can also contact their district Instructors for verification of hours.

District Instructors as of January 1, 2016

Jody Drajem (303) 668-8234 District 7 & DIA

Emily Sosa (303) 910-2786 District 4 & 3

Billi Gossard (719)-688-9435 District 2 & 6
 Mike Wilson (303) 944-5124 District 5, Englewood, Support

- The EMT Recertification process will still be conducted three times this year (February, June, and October). As of December 2014, members ***will be required to complete their own application online***. Members will be notified via email/internal correspondence the month prior to their recertification date and ***will have 30 days to complete the process starting on the month of their recertification***. If members still have difficulty completing the process, please notify Jody Drajem at 303-668-8234 or myself in Operations. As part of the online process, members will be required to upload a copy of a valid driver's license and current CPR card, then fill out the online application. ***Members will be required to utilize their Department-provided email for this process.***

Please feel free to contact me with any questions or concerns at 303-944-4090.

**Denver Fire Department Operations Division
 2016 CPR and EMT Recertification Calendar**

Date	Class	Time	Place
<u>January 5th</u>	B-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>February 2nd</u>	C-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>February</u>	EMT Recert Process	All Month	Online
<u>March 1st</u>	A-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>April 5th</u>	C-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>April 8th</u>	C-Shift CPR Make-Up	0830 & 1330	Rita Bass, DHHA
<u>April 15th</u>	A-Shift CPR Make-Up	0830 & 1330	Rita Bass, DHHA
<u>April 22nd</u>	B-Shift CPR Make-Up	0830 & 1330	Rita Bass, DHHA
<u>May 3rd</u>	A-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>June 7th</u>	C-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>June</u>	EMT Recert Process	All Month	Online
<u>July 5th</u>	A-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>August 2nd</u>	B-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>September 6th</u>	A-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>October 4th</u>	B-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>October</u>	EMT Recert Process	All Month	Online
<u>November 1st</u>	C-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA
<u>December 6th</u>	B-Shift CPR Recert	0830 & 1330	Rita Bass, DHHA

JL:kfc/H/FCM/2016/006-2016 2016 EMS Program and Education Outline

DISPOSITION: Read at Roll Call for three (3) consecutive shifts.
 DISTRIBUTION: Suppression and Support Services (*electronic*)