

Monterey County EMS System Policy



Policy Number: 6090
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Review Date: 6/30/2026

ANNUAL ALS SKILLS MAINTENANCE VERIFICATION AND POLICY REVIEW

I. PURPOSE

To ensure competency and to mitigate the risks associated with high risk/low frequency skills.

To standardize Monterey County paramedic skill maintenance verification.

To require review of Monterey County EMS System policies, procedures, and protocols by Monterey County accredited paramedics through a mandatory annual policy review.

II. POLICY

A. All paramedics accredited in Monterey County shall meet the standards for skills maintenance verification and policy review as defined in this policy. The EMS Agency will not provide paramedic accreditation renewal without successful completion of the required skills maintenance and policy review requirement.

B. The paramedic shall complete the skills maintenance requirements and policy review each calendar year.

1. The skills maintenance requirement is waived by the EMS Agency for the year in which initial paramedic accreditation is received when accreditation begins in the last calendar quarter.
2. The policy review requirement is not waived by the EMS Agency but may be met as part of the employer orientation.
3. Each skill must be performed in each calendar year except as described in Item 1 of Subsection II(B) above and for Needle Cricothyrotomy, which must be performed once during the first half ~~two months~~ of the calendar year and once during the last half ~~seventh or eighth month~~ of the calendar year. The training videos for needle cricothyrotomy are to be viewed and documented every three months (four times each calendar year).

C. The paramedic is responsible to ensure that they meet the standards specified in this policy.

D. Annual Skills and Policy Review Form 6091 shall be submitted by each paramedic reaccrediting in Monterey County for each year of the reaccreditation cycle.

1. ALS Skills Verification Forms 6091A through 6091H shall be made available at the EMS Agency's request for program monitoring.

III. PROCEDURE

A. ALS skill maintenance:

1. The paramedic shall perform each of the skills listed in the Annual Skills and Policy Review Form 6091 to maintain paramedic accreditation.
2. The paramedic's employer shall submit a comprehensive plan of correction to the EMS Agency for approval by the EMS Agency when the paramedic is unable to perform any of the skills. This plan of correction shall be submitted to the EMS Agency within five (5) business days. The EMS Agency shall respond to the paramedic's employer with plan approval or revision within five (5) business days. Training under the plan of correction shall be completed within fifteen (15) calendar days of the EMS Agency response to the employer. This training shall result in the successful completion of the skills demonstration and policy review process.

B. Policy review:

Annually, the employer shall verify that the paramedic understands Monterey County EMS System policies, procedures, and protocols. Emphasis shall be given to EMS policies, procedures, and protocols that have changed or are new.

C. Skills maintenance and policy review reporting:

1. The paramedic service provider shall verify that the paramedic has met the standards in this policy and Policy 6091 Annual Skills and Policy Review Form 6091. Skills verification will be documented on Form 6091 supported by Forms 6091A through 6091H. Completion of the requirements for the policy review will be documented on Form 6091.
2. Paramedic service provider shall retain these documents for a period of four years.

The paramedic service provider shall provide the paramedic with copies of forms 6091A through 6091H.

D. EMS Agency review of records:

1. The EMS Agency may review all records to ensure compliance with this policy.

END OF POLICY