


Bureau of EMS, Trauma & Preparedness Division of EMS & Trauma Policies & Procedures		EMS-304
Subject: EMS Initial Education Program Analysis and Improvement Plan		
Supersedes #: N/A	Previous Date: N/A	Pages: 2
Approved by: Recommendation for Approval by EMSCC 5/21/21 		Date: 6/3/2021

PURPOSE:

The purpose of this policy is to describe when an EMS Initial Education Program is required to submit a Program Analysis and Improvement Plan, the required components of the plan, and plan tracking.

Non-compliance with this policy will also be detailed.

POLICY:

The National EMS Scope of Practice Model, February 2019 states, “EMS personnel must be educated and verifiably competent in the minimum cognitive, affective, and psychomotor skills needed to ensure safe and effective practice at that level.” Michigan subscribes to this national philosophy and has for many years.

All EMS Education Programs are required to track their National Registry of EMT (NREMT) pass rates by the third attempt on an annual basis. Annually, by July 31st, EMS Education Programs will be required to submit a report for each level of program completed for the period that ended December 31st a year and a half prior (e.g., 2018 pass rates will be reported in the 2020 report).

In accordance with R 325.22345 of the administrative rules, education programs that have a failure rate on the NREMT exam for 1 calendar year of compiled statistics that is less than 10% of the 80% threshold, or 72%, by the third attempt on the cognitive exam, must complete a comprehensive [Michigan EMS Education Program Analysis and Improvement Plan](#) in the prescribed format and submit to the Division of EMS and Trauma by July 31st for the prior calendar year.

Programs that are not demonstrating improvement toward the 72% by 3rd attempt pass rate requirement for NREMT pass rates by the second year and any subsequent year thereafter, will be subject to additional requirements as determined by the Department



including, but not limited to: additional program reporting, administrative fines, program suspension, or revocation of program approval.

An EMS Education Program that is required to complete a Program Analysis and Improvement Plan and fails to submit it by July 31st with their Annual Report will be subject to an administrative fine of \$100. If the Plan is not received by August 10th, the EMS Education Program will be subject to progressive discipline up to and including a program suspension or revocation of program approval.

Note: the administrative fine for the Program Analysis and Improvement Plan is separate from the administrative fine for the Annual Report.

PROCEDURE:

1. The Department will send reminder communications to EMS Education Programs by June 1st, July 1st, July 15th, and July 30th.
2. Annually by July 1, the designated EMS program representative should log into the [NREMT website](#) and locate the specific program pass rates as indicated in the policy above and document the pass rate percentage for 1st and 3rd attempts on the Initial Education [Annual Report](#).
 - a. If there are less than 10 students in the class, the category scores will not be available. Contact the EMS Education Coordinator for direction.
3. For programs with less than 72% by the 3rd attempt, complete each section of the Michigan EMS Education Program Analysis and Improvement Plan and submit to the Department electronically at: MDHHS-EMSED@michigan.gov. Hard copies will not be accepted.

References:

National Association of State EMS Officials. *National EMS Scope of Practice Model 2019* (Report No. DOT HS 812-666). Washington DC: National Highway Traffic Safety Administration.

https://www.ems.gov/pdf/National_EMS_Scope_of_Practice_Model_2019.pdf.