



I. AUTHORITY:

Title 22, Section 100026 - Approved Courses: (g) The U.S. Department of Transportation's first responder course which includes first aid practices and CPR approved by the local EMS agency; or (h) A course in first aid and/or CPR equivalent to the standards of the American Red Cross and/or American Heart Association and approved by the local EMS agency.

II. APPLICATION:

This policy establishes the application and course approval for first aid and CPR training programs for peace officers, lifeguards and firefighters.

III. DEFINITIONS:

Approving Authority means the local Emergency Medical Services (EMS) Agency.

Authority means the California State EMS Authority.

Cardiopulmonary Resuscitation or **CPR** means establishing and maintaining an open airway, ensuring adequate respiration either spontaneously or by use of rescue breathing, and ensuring adequate circulation either spontaneously or by means of closed chest cardiac compression, according to standards promulgated by the American Heart Association and/or the American Red Cross.

First aid means the recognition of and immediate care of injury or sudden illness, including medical emergencies, prior to the availability of medical care by licensed or certified health care professionals.

Qualified instructor is a trained individual who shall be qualified to teach first aid and/or CPR by the approving authority specified in Section 100026 of Chapter 1.5 of Division 9 of Title 22 of the California Code of Regulations.

IV. CRITERIA:

Application for a Public Safety Personnel First Aid Training Program shall include:

A. An application letter, containing:

1. The name, location, and telephone number of the sponsoring institution, organization, or agency;
2. The date on which the application and supportive materials was sent by the submitting agency;
3. The name(s), position(s), and telephone number(s) and signature(s) of the individual(s) who prepared the application.

Italicized Text Identifies Quotations from an Authority Outside OCEMS.

Approved:



B. Supportive Materials:

1. The course outline, including minimum hours of instruction for the first aid and CPR segments;
2. The final written examination with pre-established scoring standards, consistent with course content and scope;
3. The skills proficiency testing criteria, with pre-established scoring standards consistent with course content and scope;
4. Copies of written instructional materials utilized in the course;
5. Names of qualified instructors, with copies of all applicable certificates and licenses possessed by the instructors by which the requesting institution, organization, or agency determined the individual to be a qualified instructor.
6. Location(s) at which the course will be provided.
7. Documentation indicating provision for retraining of trainees at the required minimum hours of instruction, the maximum allowable time frame between retraining sessions, and testing requirements and restrictions.
8. Documentation indicating procedure utilized for validation of course completion by the trainees.

V. COURSE APPROVAL PROCESS:

- A. The OCEMS shall review the application and supportive material for compliance with those requirements specified in Chapter 1.5 of Title 22 of the California Code of Regulations and this policy and procedure, including;
- B. Approval of a Public Safety Personnel First Aid Training Program shall be for three (3) years from the effective date of program approval.
- C. The following shall be subject to periodic review:
 1. Course outlines;
 2. Written tests;
 3. Proficiency testing criteria;
 4. Copies of written instructional materials;
 5. Names and qualifications of all course instructors;
 6. Provisions for retraining; and
 7. Procedure for validation of course completion.

Approved:

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VI. INSTRUCTOR ELIGIBILITY:

In order to be eligible to be a first responder training instructor an individual shall show proof of proficiency in the skills to be taught in the approved course, and hold:

- A. Possess or has possessed a CPR instructor certificate issued by the American Red Cross and/or the American Heart Association; and
- B. Possess or has possessed a first aid instructor certificate or advanced first aid card; or a current EMT or EMT-P certificate; or a RN, physician's assistant or physician license.

Approved:

Ben Hyatt

Dolene Lovell