




OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: APRIL 24, 2019
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: TRAINING PROVIDER AGREEMENT

Approval is requested to **amend** training provider affiliation agreement between Lake Wales Medical Center (LWMC) and South Florida State College (SFSC). The purpose of this amendment is to allow EMT/Paramedic students to obtain clinical experience at LWMC facilities. The original training provider affiliation agreement was dated November 14, 2018 and presented at the DBOT meeting on December 5, 2018. The amended agreement renews annually from the original approval date.

SUGGESTED MOTION:
Move to approve the amended agreement between Lake Wales Medical Center and South Florida State College as presented.

Lake Wales Medical Center	Emergency Services Policy & Procedure Manual				
Policy/Procedure Title	Paramedic Students	Manual Location		Administrative	
Policy/Procedure #		Effective 02/15/2019 - 02/14/2022	8/10 Rev. 12/12, 2/2015	Page	Page 2

for other healthcare occupations (i.e., Nursing, etc.). The supporting documents set forth in Appendix A shall be submitted with the Agreement for approval.

- C. Orientation Required: Each Student must successfully complete the Facility's standard Student orientation program before being scheduled for or participating in any clinical educational experience and the Facility should maintain written confirmation of the completion of such orientation on file.
- D. Compliance: Each Student, at all times, must comply with the Facility's Code of Conduct and Compliance Plan, policies and procedures, and rules and regulations, including but not limited to the use of personal protective equipment, the rules of patient confidentiality and the procedures relating to medical record documentation, The failure to comply with any of the foregoing may result in the termination of the Student's training experience and may also result in the termination of the training agency's Agreement with the Facility.
- E. Permitted Utilization: No Facility may utilize any Student in lieu of employed/contracted staff persons.

II. OPERATIONAL REQUIREMENTS

- A. Preceptor Supervision Required: When Student training is provided in the Emergency Department, each Student should be supervised by a Registered Nurse Preceptor who has a minimum of two (2) years full time Emergency Department work experience immediately preceding the start of such training. Agency/Travel nurses should not be utilized at Preceptors.
 - a. Other Clinical Training Areas: Students may participate in clinical education experiences in the Intensive Care Unit, Critical Care Unit, Labor and Delivery Department and/or the Operating Room/Post Anesthesia Care Unit under the direction of an appropriately trained Registered Nurse Preceptor with the requisite two years of experience in such unit(s) immediately prior to the Preceptor shift.
- B. Preceptor Training: Registered Nurse Preceptors must complete preceptor training prior to serving as a Preceptor. The Facility should have on file documented competencies for each Registered Nurse Preceptor; the documented competencies should specifically include precepting the pre-hospital EMS Students. At a minimum, the Facility should document that the

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Registered Nurse Preceptor has reviewed this policy with the student and has knowledge of the Student's prior competencies).

- C. Precepted Student Maximum: Preceptors should not supervise more than two (2) Students at one time.
- D. Duties Permissible: Under the direction and supervision of the Preceptor, Students may perform those patient care duties that are a) permitted by State Law and Regulation, b) Within the Student's scope of practice, and c) Allowable under the Facility's policies. No Student should be directed to provide any procedure/intervention/task that the Student does not wish to provide.
- E. Student Education/Competency: Each school must provide written provide evidence of each Student's education and competency to perform patient care duties, and such evidence should be reviewed by the Preceptor prior to permitting/directing a Student to perform a duty.
- F. Controlled Dangerous Substances: Students may not have access to, possession of, or participate in the administration of controlled dangerous substances, although they may monitor the Preceptor's administration of same.
- G. Intubation by Students: Paramedic students may only intubate patients in accordance with the guidelines set forth below.
- H. IV Access/Venipuncture-Limitation on Attempts: Students may perform IV access and/or venipuncture, if permitted by this Policy, but should be limited to two (2) attempts on any patient.
- I. Administration of Drugs: Paramedic students may administer drugs for the provision of Advanced Cardiac Life Support (other than controlled dangerous substances such as Morphine Sulfate which are prohibited) under direct supervision of the Preceptor. No other drugs should be administered by a Student.
- J. Permitted Procedures: The following procedures may be performed only when the Student is under the direct supervision and observation of the Preceptor (and only when permitted by State Law/Regulation, the applicable Standard of Care, and the Facility's Policies/Procedures:
- venipuncture

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- insertion of nasogastric tubes
- insertion of Foley catheters
- hanging of IV fluids

K. Prohibited Procedures: Students may not:

- Perform the initial assessment of a patient
- Receive verbal or telephone orders
- Provide discharge teaching/documentation
- Administer any blood transfusions or blood products.
- Administer chemotherapeutic agents or investigational drugs.
- Provide witness signatures for informed consents.
- Titrate IV medications
- Access long-term vascular access devices
- Administer or monitor the patient receiving moderate sedation
- Set-up or change setting on a PCA pump
- Access or manipulate any hemodynamic monitoring catheters or systems.

However, Students may observe the performance of the above as part of their training experience.

- L. Evaluation: Preceptors should evaluate each Student's performance throughout each shift and will complete a brief written evaluation of each Student's performance at the end of each shift.
- M. Audit: This process may be audited on site by Regional Quality Directors and Clinical Directors and audit results will be reported to the appropriate Division.

III. INTUBATION EDUCATION GUIDELINES (Paramedic Students only)

- A. Paramedic students may perform endotracheal intubation for patients undergoing elective intubation in the OR under the direct supervision of an Anesthesiologist Preceptor (Physician or CRNA) or in the ED under direct supervision of the Board Certified Emergency Medicine Physician preceptor, if permitted by State Laws/Regulations. Prior to performing this procedure, the paramedic student should have received training on intubation from the training agency and demonstrated intubation competency on a manikin to the satisfaction of the Preceptor.
- B. Patients who are unable to consent for themselves may not be intubated by paramedic students.

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- C. The Preceptor must obtain informed consent from the patient for the paramedic student to perform the intubation under the direct supervision of the Preceptor.
 - D. The anesthesia consent should be separate from the procedure consent and should contain the name of the anesthesia or ED provider and the paramedic student.
 - E. A log must be kept of all patients intubated by Students. The log should contain (at a minimum) the date, patient name, medical records number, patient account number, ASA score, name of the Student who intubated the patient, whether the intubation was successful, and any problems or complications resulting from the intubation. This log should be sent to the Facility Quality Director, OR director, ED director, CNO, or other Facility designee by the end of the clinical rotation. The recipient will review and maintain for these documents for the current year plus 3 years.
- IV. Hospital Owned Ambulances: Students may participate in clinical educational experiences in hospital-owned ambulances in accordance with State Law/Regulations, and existing policies and procedures (See Paramedic Student – Hospital Owned Ambulance Policy).

Amendment to Non Exclusive Student Affiliation Agreement

This Amendment to the Non Exclusive Student Affiliation Agreement, by and between Lake Wales Hospital Corporation d/b/a Lake Wales Medical Center ("Hospital") and South Florida State College ("Contractor"), is executed as of the dates below the parties' respective signatures but is effective as of May 1, 2019 (the "Effective Date").

WITNESSETH

WHEREAS, Hospital and Contractor are parties to that certain Non Exclusive Student Affiliation Agreement effective February 15, 2019 (the "Agreement"); and

WHEREAS, Hospital and Contractor desire to amend the Agreement as set forth below.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

- 1) Amend Agreement Face Sheet Type of Student to include Paramedic/EMT Students
- 2) Amend Student Affiliation Agreement – Addendum 1, Patient Care Duties to be Provided By Students to include
EMT/Paramedic Students:
 - A. Paramedic students may only intubate patients in accordance with the guidelines set forth below.
 - B. IV Access/Venipuncture-Limitation on Attempts: Students may perform IV access and/or venipuncture, if permitted by this Policy, but should be limited to two (2) attempts on any patient.
 - C. Administration of Drugs: Paramedic students may administer drugs for the provision of Advanced Cardiac Life Support (other than controlled dangerous substances such as Morphine Sulfate which are prohibited) under direct supervision of the Preceptor. No other drugs should be administered by a Student.
 - D. Permitted Procedures: The following procedures may be performed only when the Student is under the direct supervision and observation of the Preceptor (and only when permitted by State Law/Regulation, the applicable Standard of Care, and the Facility's Policies/Procedures:
 - venipuncture
 - insertion of nasogastric tubes
 - insertion of Foley catheters
 - hanging of IV fluids
 - E. **INTUBATION EDUCATION GUIDELINES (Paramedic Students only)**
 1. Paramedic students may perform endotracheal intubation for patients undergoing elective intubation in the OR under the direct supervision of an Anesthesiologist Preceptor (Physician or CRNA) or in the ED under direct supervision of the Board Certified Emergency Medicine Physician preceptor, if permitted by State Laws/Regulations. Prior to performing this procedure, the paramedic student should have received training on intubation from the training agency and demonstrated intubation competency on a manikin to the satisfaction of the Preceptor.
 2. Patients who are unable to consent for themselves may not be intubated by paramedic students.
 3. The Preceptor must obtain informed consent from the patient for the paramedic student to perform the intubation under the direct supervision of the Preceptor.

4. The anesthesia consent should be separate from the procedure consent and should contain the name of the anesthesia or ED provider and the paramedic student.
5. A log must be kept of all patients intubated by Students. The log should contain (at a minimum) the date, patient name, medical records number, patient account number, ASA score, name of the Student who intubated the patient, whether the intubation was successful, and any problems or complications resulting from the intubation. This log should be sent to the Facility Quality Director, OR director, ED director, CNO, or other Facility designee by the end of the clinical rotation. The recipient will review and maintain for these documents for the current year plus 3 years.

3) Amend Student Affiliation Agreement – Addendum 2, The Following Patient Care Duties Cannot be Provided By Students to include
EMT/Paramedic Students:

A. Controlled Dangerous Substances: Students may not have access to, possession of, or participate in the administration of controlled dangerous substances, although they may monitor the Preceptor's administration of same.

B. Prohibited Procedures: Students may not:

- Perform the initial assessment of a patient
- Receive verbal or telephone orders
- Provide discharge teaching/documentation
- Administer any blood transfusions or blood products.
- Administer chemotherapeutic agents or investigational drugs.
- Provide witness signatures for informed consents.
- Titrate IV medications
- Access long-term vascular access devices
- Administer or monitor the patient receiving moderate sedation
- Set-up or change setting on a PCA pump
- Access or manipulate any hemodynamic monitoring catheters or systems.

However, Students may observe the performance of the above as part of their training experience.

- 4) Except as set forth above, all other terms and conditions of the Agreement shall remain in full force and effect.
- 5) Neither this Amendment, nor any amendment or modification hereto shall be effective or legally binding upon Hospital, or any officer, director, employee or agent thereof unless and until it has been reviewed and approved by a Division President of Community Health Systems Professional Services Corporation, Hospital's Management Company, and by Hospital's Legal Counsel.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the parties have executed this Amendment to be effective on the Effective Date.

CONTRACTOR:
South Florida State College

HOSPITAL: Lake Wales Hospital Corporation
d/b/a Lake Wales Medical Center

Thomas C. Leitzel

Thomas C. Leitzel (May 8, 2019)

Printed Name: Thomas C. Leitzel

Date: May 8, 2019

Rebecca Brewer

Rebecca Brewer (May 8, 2019)

By: Rebecca Brewer
Hospital CEO

Date: May 8, 2019








CW2865129 - Student Affiliation Duties-EMT-Paramedic.doc

Final Audit Report

2019-05-08

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