



**OUTSIDE EMS STUDENT PARTICIPATION  
Operational Policy**

**Purpose**

- To standardize the mechanism by which individuals from EMS systems outside Milwaukee County can request clinical experience within the Milwaukee County EMS System
- To define the procedure for in-field observation by eligible parties

**General updating and review;  
content reaffirmed**

**Eligibility** (any of the following)

- Employees/members in good standing with a licensed Ambulance Service Provider who delivers Advanced Life Support prehospital care within a State or regional approved plan in a political subdivision outside Milwaukee County. *Applications are accepted only from a state licensed EMS Provider or state certified EMS Education Center on behalf of the individual (individuals may not independently apply for training).*
- Licensed physicians and medical students involved in emergency medical care and/or medical control
- Other medical professionals, including but not necessarily limited to registered nurses and physician assistants, who have an active role in the delivery of emergency medical care
- Individuals engaged in current research in emergency medical care

**Experiences available**

- Initial instruction (didactic and clinical experience) for Emergency Medical Technician--Paramedic or Emergency Medical Technician--Advanced
- Refresher (continuing education) course for licensed paramedics
- Customized educational programs with content developed as requested by the employing agency
- Supervised field experience with operational EMS unit
- Ride-along (non-participatory) with operational EMS unit

**Prerequisites**

- Approval by the Milwaukee County EMS System Program and/or Medical Directors
- Valid Wisconsin license or training permit as EMT-B, EMT-A, or EMT-P for participatory experiences
- Contractual agreement between parent organization and Milwaukee County for participatory experience
- Transfer of Medical Control to Milwaukee County System for the duration of the participatory experience
- Signed waivers from parent organization and participants
- Release of academic information waivers from participants for educational programs
- Proof of injury and liability insurance (Worker's Compensation and malpractice)
- Agreement that non-instructional expenses (i.e., books, personal educational materials, travel, lodging and meal costs) are the responsibility of the participant/parent organization
- Proof of meeting clinical sites' communicable disease requirements

**Application process for participatory experiences**

- Written request for experience sent to the Milwaukee County EMS System Program Director by authorized administrative officer of parent organization



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- Agreement on the terms of the experience, including:
  - Dates and times of the experience
  - Type of experience (didactic, clinical, field)
  - Cost to the parent organization. Milwaukee County Statutes require that outside educational offerings must be financially self-supporting
  - Development of appropriate objectives and content of the experience
  - Agreement of participation from the Chief of the hosting Milwaukee County Fire Department, including any costs to the Education Center/student
  - Signed contract returned to Milwaukee County EMS Program Director
  - Receipt of documentation of prerequisites

**Educational sessions**

- Assignment of appropriate instructors and support personnel
- Orientation of the participant(s), including baseline evaluation as needed (e.g. pretest, IV skill station, etc.); cost of any orientation session must be included in the original negotiated price with the employing department
- Presentation of the content
- Evaluation of the participant(s)
- Evaluation/feedback by the participant(s) of the presentation

**Completion of the educational session**

- Notification of completion sent to the parent organization
- Submission of student evaluations to the parent organization
- Final bill forwarded to the parent organization
- Receipt and deposit of tuition payment

**Ride-along observations:**

- Individuals who wish to ride with operational paramedic units on an observation-only (non-participatory) basis should submit a request to the Program Director of the Milwaukee County EMS System.
- Ride-along observations are for educational purposes only. Applicants should state clearly in their request the objectives of their experience.
- Ride-along observations by students from a course charging tuition will be assessed a fee, proportional to the total hours of the course; the actual fee will be negotiated (prior to the start of the experience) by the Program Director or his/her designee
- Permission must be granted by the Chief of the hosting Fire Department
- All requirements of the hosting fire department must be met:
  - Proof of Worker's Compensation and liability insurance
  - Signed waivers from the individual and his/her employer
- Date, time and unit assignments are coordinated through the Milwaukee County EMS Education Center  
Priorities are assigned based on the educational need(s) of the observer and the constraints of the EMS system