

**WILL/GRUNDY EMERGENCY MEDICAL SERVICES SYSTEM****TITLE:**     **PREHOSPITAL R.N. (PHRN)****POLICY:**     IDPH CODE 515.730

The System will recognize as a Prehospital R.N. (PHRN) any registered nurse who meets all requirements set forth in this policy. A PHRN may function in the prehospital setting as an ALS provider only in accordance with the System policies and approved standing medical orders as they apply to all other Advanced Life Support personnel.

I.     **INITIAL LICENSURE:** Any registered nurse wishing to function within the System as a PHRN must successfully meet the following requirements:

A.     **For Illinois licensed RN's with no prehospital certification,** the following will be required:

1. Submit a current Illinois registered nurse license and CPR for Healthcare Provider card.
2. Current Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), and Advanced Medical Life Support (AMLS) certification.
3. Current Pre-hospital Trauma Life Support (PHTLS) or Basic Trauma Life Support (BTLS) recognition.
4. Completion of all applicable requirements for System entrance (see Policy #200-3).
5. Complete application process for the paramedic program
6. Attendance at the following paramedic program classes:
  - a. Opening night
  - b. Roles and Responsibilities 4 hrs
  - c. Global & Focused Patient Assessment/Practical Exam Lectures: 12 hrs
  - d. Airway Lectures, Practical Labs, Practical Exams & Written Exam: 28 hrs
  - e. Radio Communication and Documentation Lectures: 8 hrs
  - f. Math Calculations lecture : 4 hrs
  - g. Midterm Practical and Written Exams : 12 hrs
  - h. Ambulance Operations/Kinematics of Trauma : 4 hrs
  - i. Trauma Assessment/Injury Prevention/Lifting and Moving : 4 hrs
  - j. Crime Scene/Coroner : 4 hrs
  - k. HAZMAT Lecture: 4 hrs
  - l. WMD: 4 hrs
  - m. Special Considerations in Trauma: 4 hrs
  - n. Trauma skills and written exams: 8 hrs
  - o. Final written and practical testing: 12 hrs
7. Complete 10 approved ALS runs with a System approved ALS preceptor.
8. Current affiliation with a System approved ALS provider agency.
9. Hospital clinical time requirements will be at the discretion of the EMS Medical Director and be evaluated on a case by case basis.

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- B. For Illinois licensed RN's with EMT-B licensure, the following will be required:**
1. Submit a current Illinois registered nurse license and CPR for Healthcare Provider card.
  2. Current Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), and Advanced Medical Life Support (AMLS) certification.
  3. Current Pre-hospital Trauma Life Support (PHTLS) or Basic Trauma Life Support (BTLS) recognition.
  4. Completion of all applicable requirements for System entrance (see Policy #200-3).
  5. Verified attendance at an extrication course.
  6. Complete application process for the paramedic program.
  7. Attendance at the following paramedic program classes:
    - a. Opening night
    - b. ALS Airway Lectures, Practical Labs and Practical Exams: 12 hrs
    - c. Documentation and Radio Communications: 8 hrs
    - d. Midterm Practical and Written Exams: 12 hrs
    - e. HAZMAT: 4 hrs
    - f. WMD: 8 hrs
    - g. Final Practical and Written Exams: 12 hrs
  8. Complete 10 approved Advanced Life Support runs with a System approved ALS preceptor.
  8. Current affiliation with a System approved ALS provider agency.
  9. Hospital clinical time requirements will be at the discretion of the EMS Medical Director and be evaluated on a case by case basis.

**Additional paramedic classes that are recommended, but not mandatory for any RN applying for PHRN status are as follows:**

Emergency Childbirth Lecture: 4 hrs

- C. **A licensed PHRN from another EMS system:** who wishes to function in the Will/Grundy System must successfully meet the requirements of system entrance as stated in policy 200-3 "System Entry Requirements-EMT-P, EMT-I, and PHRN".
- D. Approval as a PHRN will be granted for a period of 4 years. The IDPH will be notified of individuals who meet the requirements and a card will be issued to verify licensure.

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- II. **RELICENSURE** - It is the responsibility of the individual PHRN and/or their System provider agency to ensure efficient and effective monitoring of CE hours during this 4-year relicensure period (with the System checking accrued hours every 2 years).
- A. The EMS Medical Director will process the PHRN's renewal with the IDPH upon documentation of the following:
1. A total of 120 hours of Continuing Education, seminars and workshops, addressing both adult and pediatric care, is required for the 4-year relicensure period. CE records will be checked 2 years prior to the expiration date (2-year check) and again at the expiration/relicensure date, to verify that at least 60 hours have been accrued every 2 years. No more than 25 percent in the same subject.
    - a. 60 hours to be accrued during the first 2 years ( at the 2-year check ), and 60 hours to be accrued during the last 2 years ( by the expiration date ). Refer to the "Standards for PHRN Continuing Education" in this policy for a breakdown of acceptable CE.
    - b. Proof of CE hours shall be submitted in a System approved format (i.e.: CE Blue Book, provider agency computer print-out, formal provider agency letter, etc) as designated in Policy 200-8.
  2. A current CPR completion card that covers adult and pediatric one-rescuer CPR, adult and pediatric foreign body airway obstruction management, and adult two-rescuer CPR.
  3. Affiliation with a State-approved ALS System provider agency validating that the PHRN is currently functioning within the System and State guidelines. Appearance on a System Agency Roster with valid System number is sufficient.
  4. Successful completion of any mandatory System CE as required by the EMS Medical Director (i.e.: performance or QA needs-based CE, introduction of new skills or procedures based CE, etc).
  5. A signed and completed Child Support Statement/Renewal Notice Form. IDPH REQUIRES THE LICENSEE TO CERTIFY ON THE RENEWAL APPLICATION FORM (ALSO KNOWN AS THE CHILD SUPPORT FORM), UNDER PENALTY OF PERJURY, THAT HE OR SHE IS NOT MORE THAN 30 DAYS DELINQUENT IN COMPLYING WITH A CHILD SUPPORT ORDER. This form is vital to your relicensure. If within 30 days prior to your license expiring you still have not received this original form, download a blank copy from our website at [www.willgrundyems.org](http://www.willgrundyems.org).

**NOTE: FAILURE TO MEET THE 2-YEAR CHECK OF REQUIRED CE WILL RESULT IN THE EMT NOT BEING ABLE TO FUNCTION IN THE SYSTEM. RESOLUTION INCLUDES COMPLETION OF ALL 2 YEAR REQUIREMENTS.**

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- B. All relicensure requirements shall be submitted at the same time. Always KEEP IDENTICAL COPIES OF EVERYTHING FOR YOUR OWN RECORDS.
  
- C. If the EMS System Medical Director has appropriate evidence that the PHRN's skill performance has not been adequately demonstrated, then the PHRN will be required to complete a written and/or skills examination.
  - 1. A minimum of 80% is required for successful completion on the written examination. A successful skills demonstration would require that the performer commit no critical errors and commit no mistakes in the application or performance of invasive ALS procedures.
  
  - 2. A failed examination may be re-taken within fourteen days of the original test date. If the second attempt on either exam is failed, the EMS Medical Director will conduct a review to determine the PHRN's status. Further reviews beyond this point must follow the procedure regarding conflict resolution.
  
- D. A PHRN who fails to meet all requirements will not be recommended for relicensure unless the PHRN submits a written request for an extension to the EMS Medical Director, who files by form to the IDPH for a final ruling. If the request is granted, the PHRN will have until the end of the extension period to meet all requirements for relicensure. The request must be made in writing with appropriate documentation supporting the need for an extension. All such requests will be considered on a case-by-case basis.
  
- E. Any PHRN, whose license has expired, within 60 days after license expiration, may submit all relicensure material as required in this Part and a fee of \$50.00, made payable to Illinois Department of Public Health, in the form of a certified check or money order. If all material is in order and there is no disciplinary action pending against the EMT, the System will submit a transaction card to the IDPH.
  
- F. Any PHRN whose license has expired for a period of more than 60 days shall be required to reapply for licensure and successfully complete the required training programs.

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**STANDARDS FOR PHRN CONTINUING EDUCATION**

**I. RELICENSURE REQUIREMENTS SUMMARY:**

1. 120 Hours of CE (the 120 required hours may include hours from 2 & 3 listed next\*)  
(a minimum of 60 hours must be completed by your 2-year check)
- \* 2. Any Mandatory System CE as required by the EMS Medical Director
- \* 3. Current CPR certification
4. Child Support Form (completed and returned to the System)

**Submit to System: Items 1-3 to complete 2-year check / Items 1-4 to complete relicensure.**

**II. STANDARDS FOR ACCEPTABLE CONTINUING EDUCATION:**

Continuing education classes, seminars, clinical time, workshops or other types of programs shall have an assigned IDPH approved site code to be submitted as acceptable CE hours. This includes CE hours obtained by attending Fire Department or Agency Training. Refer to [www.willgrundyems.org](http://www.willgrundyems.org) or policy 200-16 "Continuing Education Acceptance & Validation Standards" on IDPH site codes.

**Continuing Education Recommendations** (Documentation) & [Hours] **\*Over 4 Years\***

1. W/G CME: Study Guides-9 hours per trimester, Exam-1 hour per trimester ..... 120 hours
2. Audit EMT-P Class (Instructor signature required)..... UNLIMITED
3. Agency EMS Training including Hazmat (IDPH approved w/site codes) ..... 120 hours
4. Specialty Courses: i.e. ACLS, PALS, IDPH Lead Instructor, etc. (Certificate/Card).....hour for hour
5. Hospital Clinical Rotations (Preceptor signature required) .....30 hours (max)
6. ALS Field Run Time **OFF DUTY** (documented and signed off by EMS Coordinator) 30 hours (max)
7. Classroom Instructor/Evaluator [2 teaching hours = 1 CE hour] .....30 hours (max)
8. Ambulance Skills Evaluator/Preceptor [1 clock hour = 1 CE hour].....30 hours (max)
9. Disaster Drill: i.e. triage,moulage,etc. [1 clock hour = 1 CE hour].....30 hours (max)
10. Fire Fighter II Course: EMS/Medical Portion (Certificate & Outline).....28 hours (max)
11. CPR Re-certification Course (3 hours max per class) .....6 hours (max)
12. CPR Instruction Course (Teaching CPR) [2 clock hours = 1 CE hour] .....16 hours (max)
13. Agency EMS Coordinator [1 hour per attended meeting – 5 per year] .....20 hours (max)
14. Nursing/Medical/Physician Assistant Course [1 credit hour = 2 CE hours] .....UNLIMITED
15. Other Health Related College Courses [1 credit hour = 1 CE hour] ..... UNLIMITED
16. Prevention Programs: i.e. Buckle-up, Drugs, Handguns (Certificate/Signature) ....30 hours (max)
17. NHTSA Child Passenger Safety Tech Program (Certificate) .....8 hours (max)
18. EMS/Pre-Hospital Conferences and/or Seminars (Certificate).....hour for hour
19. Internet CE - EmCert.com, Eminent.com, ems-ce.com, MedicEd.com only (Certificate).....30 hours (max)
20. EMS Video and Magazine CE (EMS Coordinator verification) ..... 30 hours (max)
21. Participation/Observation: Surgery, Phys Therapy, Lamaze, Childbirth, Autopsy .....3 hours (max)  
(Written & Signed statement from Charge Nurse or Physician regarding attendance)
22. IDPH Approved Miscellaneous CE (Certificate/Signature) .....30 hours (max)

Repetition of a specific class session within a twelve-month period will not be accepted for credit. Certificates submitted for CE must include the number of CE hours approved and awarded. Drug box inventory and ambulance inventory do not qualify for CE hours or credit.

**EFFECTIVE DATE:** 04-30-92  
**REVISED DATE:** 06-10-08