

	Lower Providence Emergency Medical Service Standard Operating Guidelines	
	Subject: <i>Training-</i> Annual Skills Review	SOG #200-007
		Initiated: September 2023
Approved: Chief Christopher J. Reynolds	Revised: N/A	

Description: Continuing education and review of core competencies is vital to ensuring that a skilled, prepared, and competent membership roster is maintained for providing the highest quality care to the community in a manner consistent with this organization's core values. Annually a review of member skills both frequently used and occasionally used is needed to ensure proper training, and to better implement a yearly training program.

Purpose: To provide an overview and understanding of the expectations of LPEMS management as it relates to member skills. Additionally, to provide avenues for membership to complete yearly mandatory skills reviews either at LPEMS or at approved alternate sites providing multiple and flexible options to membership.

Procedure:

- All LPEMS Corpsman (Staff and Volunteer) are required to complete an Annual Skills Review.
- Review will be conducted at an LPEMS Station and will be conducted in person.
 - i. Staff may participate in an in-person Review at Upper Merion Fire & EMS if the date is better suited to their schedule.
- Letters of completion will be accepted for LPEMS from the following Montgomery County EMS Squads:
 - i. Freedom Valley Medical Rescue
 - ii. Upper Merion Fire & EMS
 - iii. Plymouth Community EMS
 - iv. Volunteer Medical Service Corps. of Lansdale.
- LPEMS will provide a letter of Skills Review completion to anyone requesting one after completion of an LPEMS Skills Review night.
 - i. Requests shall be made to the Clinical Care Coordinator in writing.
 - 1. Email is accepted as a request in writing.
- All ALS providers with Medical Command shall ensure that a Medical Command form is completed and submitted yearly at the Skills Review
- Skills review or submitted letter and Medical Command Forms must be submitted no later than January 31st for each Year.
- Volunteer members will remain an Active Volunteer Member at their operational status.
- Career members will remain active in their current operational status during internship.