

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: October 10, 2016
	Agenda Item No. 39 Roll Call No. <u>16-1730</u> Communication No. <u>16-591</u> Submitted by: John F. TeKippe, Fire Chief

AGENDA HEADING:

Approval of Des Moines Fire Department (DMFD) and Mercy College of Health Sciences (College) Education and Training, and Field and Ride-Along, agreements:

- A) Education and Training Agreement
- B) Field and Ride-Along Agreement

SYNOPSIS:

Agreements for a term of three (3) years and are at no cost between the parties. Agreements support Guide DSM Goal 3: High Performing City Organization.

Education and Training Agreement

- College provides training in the areas of basic and advanced life support (BLS/ALS), pediatric education for pre-hospital professionals (PEPP) and approved continuing education offerings to fire department personnel that are routinely offered by the college.
- College provides American Heart Association Instructor and Peer Fitness Trainer continuing education for fire department personnel.
- DMFD provides coordinated scheduling, information, and materials for its employees.

Field and Ride-Along Agreement

- DMFD provides College students with field experience through participation in pre-hospital care provided by department personnel as mutually agreed by the parties.
- College provides the prerequisite education and training, including Health Insurance Portability and Accountability Act (HIPAA) required training, for field experience for its students.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

Education and Training Agreement

The purpose of this Agreement is to set forth parameters of an educational program which will be provided by Mercy College of Health Sciences to the DMFD.

The College shall provide:

1. Basic life support (BLS); (ii) advanced cardiac life support (ACLS); (iii) pediatric education for pre-hospital professionals (PEPP) training; and (iv) approved continuing education offerings that are routinely offered by the College. These courses shall be provided to all DMFD employees who

serve as preceptors under the Field and Ride-Along Agreement. The courses will be available at both DMFD and College locations.

2. All DMFD employees who are American Heart Association Instructors with education necessary to meet renewal certification requirements.
3. All DMFD employees who are Peer Fitness Trainers with assistance in meeting continuing education requirements, so long as those resources are available.
4. Specialized training, such as Difficult Airway Training will be made available to all DMFD employees on the College campus each time specialized training courses are offered to the general public. College will reserve two seats in each offering and make DMFD aware of the time and date of the public offering. DMFD shall have seven (7) business days to provide College with the names of the employees who will participate. If DMFD does not respond within seven business days, the seats will then be made available to the general public. College reserves the right to cancel any class due to lack of general public interest.
5. All documentation necessary to prove courses have been taken and completed by DMFD employees.

The Fire Department provides:

1. The College with at least 30 days advance notice of its desire to have College conduct a BLS, ACLS or PEPP class at its 2715 Dean Avenue location.
2. The College, or cause its employees to provide College with all required registration information (e.g. name, address, phone number, etc.) at least seven (7) days prior to the class date.
3. Shall assume responsibility for, or cause its employees to assume responsibility for the cost of certification cards and required textbooks and materials.

Field and Ride-Along Agreement

College has the overall responsibility for the students' classroom instruction, clinical experience, and clinical evaluation and for informing students of all policies, procedures, and protocols of the College. College designates a faculty member to coordinate each College student's field experience at the DMFD site. DMFD provides field experience in which students receive learning experiences, under the direct supervision of a paramedic or other appropriate health professional.

The College agrees:

1. To provide classroom instruction, to coordinate clinical experience, to ensure students are knowledgeable of all policies, procedures, and protocols of the College, and to assume overall responsibility for students throughout their classroom and clinical experience.
2. To provide students with education on blood-borne pathogens, infectious diseases, and the application of standard precautions, including the use of personal protective devices.
3. To ensure students comply with the following immunization requirements:
 - a) Two-step TB skin testing done within the past year; or if a positive PPD history, a current negative chest x-ray report upon admission; then a TB skin test yearly after admission.
 - b) Hepatitis B series, or a positive Hepatitis B Surface Antibody titer, or a letter from the student's physician stating need for exemption.
 - c) Measles, mumps, rubella (MMR vaccine) two doses or titers of all three diseases showing full immunity.
 - d) Chicken Pox (varicella) – proof of disease by physician documentation, or a positive titer, or two doses of varicella vaccine.
 - e) Seasonal influenza vaccine – annual proof of immunization prior to the conclusion of the first week of January classes.
4. To verify that faculty and students meet required health standards as defined by the Centers for Disease Control (CDC).

5. To provide DMFD with student names and field schedules at least one week in advance of the start date of the field rotation, unless the DMFD elects to do its own scheduling of students, in which case the College's responsibility will be limited to reviewing and communicating the schedule to the student.
6. To participate in continuous planning with the DMFD regarding desired learning experiences for students.
7. To advise students they may participate in patient care only under the direction and supervision of a College instructor, paramedic of the DMFD, or other qualified DMFD personnel.
8. To inform students they are responsible for following the policies and procedures of the DMFD as well as applicable federal and state laws, rules and regulations pertaining to health care facilities, including but not limited to confidentiality policies pertaining to patient records and patient rights and requiring students to execute standard DMFD agreements regarding in-field orientation; student release and waiver of liability, assumption of risk, and indemnity; and confidentiality and non-disclosure, prior to beginning their clinical experience.
9. To communicate to faculty and students that the cost of transportation to and from the DMFD clinical site and to the DMFD's clients shall be the faculty members' or students' responsibility, as appropriate.
10. College will ensure that the students will maintain and safeguard the privacy, security, and confidentiality of all personally identifiable health information transmitted or received in connection with the rotations pursuant to this Agreement and will ensure that each student has successfully completed the College's HIPAA training session and has executed the DMFD's confidentiality agreement.
11. College acknowledges student discipline while with DMFD will be handled by DMFD and its authorized representatives.
12. College will ensure that students will comply with employee health policies and infection control policies that are currently in effect at the DMFD site and that students shall be responsible for maintaining an acceptable personal appearance as prescribed by the DMFD and shall wear the name tag provided by the College while involved in field experience at the DMFD site.

The Fire Department agrees:

1. To provide students field experience through participation in pre-hospital care provided by DMFD personnel, such experience to be mutually agreed upon between the DMFD and the College.
2. To provide College with the facts and circumstances upon which the DMFD personnel determine a College student shall be removed from participation in clinical field experience.
3. To provide College with immediate notice of any injury to a student of the College which occurs during the student's participation in pre-hospital care provided by DMFD personnel.
4. To provide all students with appropriate instruction in Standard Precautions as defined by the Centers for Disease Control and Prevention and have OSHA in-service documentation and in HIPAA compliance, with such records to be provided to the DMFD upon request.
5. To designate a primary preceptor for responsibility in teaching, coordinating, and directing the student's field experience who is certified with the appropriate level of education and training and to allow each preceptor an opportunity to attend preceptor training conducted by College.
6. To inform College of student field experience schedules.
7. To schedule students for field experience time to assure appropriate experience, subject to such scheduling being consistent with the DMFD's obligation to provide pre-hospital care to its citizens.
8. To provide the preceptors who are to provide the College with an evaluation of each student throughout the field experience.
9. To retain ultimate responsibility for the quality and provision of patient care at the DMFD.
10. When reasonably possible, to obtain patient consent to participation in the field education program and receipt of services from College students.

11. To ensure that its staff meet minimum health standards.
12. To represent and warrant that it is not and at no time has been excluded from participation in any state or federally funded health care program, including Medicare and Medicaid (collectively “governmental health care programs”). To immediately notify the College of any threatened, proposed, or actual exclusion from any governmental health care program.
In the event DMFD is excluded from participation in any governmental health care program during the term of this Agreement, or if at any time after the effective date of this Agreement it is determined DMFD is in breach of this section, this Agreement shall, as of the effective date of such exclusion or breach, automatically terminate.
13. To orient the student to the field site with specific information on standard precautions including location and required use of personal protective equipment in accordance with standard precaution regulations, provide needle stick prevention procedures including location and use of sharps containers, and proper reporting procedures for response to personal exposure to an infectious disease.
14. To orient the student to the location of hazardous materials, handling, disposing of and use of personal protective equipment, and location and use of hazardous waste containers.
15. To submit a written evaluation of student performance in accordance with procedures established by the College, if requested.
16. To designate by name and by title one individual as the DMFD liaison to the College.

PREVIOUS COUNCIL ACTION(S):

Date: September 12, 2005

Roll Call Number: 05-2229

Action: Agreement with Mercy Medical Center – Des Moines EMS School for provision of clinical education by Des Moines Fire Department. ([Council Communication No. 05-499](#)) Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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