

Emergency Medical Services Program Policies – Procedures – Protocols

Kern County Annual Protocol Update Procedure (1013.00)

I. Purpose

The purpose of this policy is to establish a consistent method for protocol changes. This will allow the field crews to know about proposed changes and be involved in the process. It will also allow the crews and providers to know about the changes in a timely manner.

II. Process to propose a change

To suggest a proposed protocol change fill out the “Protocol Proposal Form” (https://forms.office.com/Pages/ResponsePage.aspx?id=teTy4BUFKECZ8i56Q_5TeQ4bLurLwc9DgB-x7KUoGEFUNTZGME5BQVdLNINXWUcyUVhYQIJMWURUMyQIQCN0PWcu) The form must be filled out with as much detail as possible. You must email any supporting documents, like studies and articles to mattasa@kerncounty.com at the time of submission.

III. Review process and timeline

- A. Any request for protocol changes or revisions shall be submitted to EMS no later than October 1st.
- B. Proposed protocol changes will be reviewed by staff/medical director by November 30th.
- C. All proposed changes will be submitted to Field training Officers by December 1st.
- D. Deadline for Initial response from FTO’s will be January 1. (If FTO’s suggest changes review will occur and protocols will be resubmitted by January 15 for FTO re-review)
- E. Deadline for final FTO input is January 31.
- F. Protocol changes will be presented at System Collaborative meeting in February.
- G. Protocol changes will be presented to field staff at Paramedic update in April/May.
- H. All protocol changes will become effective June 1st.

IV. Exceptions

This procedure will be followed for all protocol changes in the County of Kern. Exceptions will be considered for an emergent situation, change in legislation or mandatory state scope of practice adjustments.

Policy Name (Number)
Effective Date:
Revision Date:

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Kristopher Lyon, M.D.
(Signature on File)