



BROOME COUNTY DIVISION OF EMERGENCY MEDICAL SERVICES  
Emergency Medical Services Education Program  
Broome County Office of Emergency Services  
153 Lt. VanWinkle Dr./Public Safety Facility/  
Binghamton, NY 13905-1559



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Course Policies and Procedures for  
BASIC EMERGENCY MEDICAL TECHNICIAN FIELD CLINICAL REQUIREMENTS  
Revised January 2012

**FIELD INTERNSHIP** - Basic EMTs registered in Basic EMT-B Original courses in the Susquehanna Region require Field Clinical with approved Ambulance Squads.

The objectives you will need to accomplish during this internship are listed below. All objectives must be met before you will be allowed to take your Practical Skills Exam. Any student wishing to do hours in the Emergency rooms is allowed and encouraged to do so in addition to the field clinical BUT they will have to provide documentation of a recent physical exam that meets hospital requirements. Physicals are available at County Health Departments at an additional cost.

**Purpose of Field Clinical** – The EMT Basic candidate, under the direct supervision of the preceptor, is to participate in patient care and demonstrate the skills learned in the classroom on a variety of patients in the pre-hospital setting. Rotations will be with a designated agency that provides Emergency Medical Services for patient care and transport of the sick and injured.

The Basic EMT candidate is expected to become familiar with the daily operations of an Emergency Medical Services agency (BLS or ALS), the interface/interaction between the agency and dispatch center, response to an emergency situation, initial scene size-up/management, patient assessment and care prior to transport. The candidate will participate in patient care and demonstrate skills on actual patients on scene and enroute to the hospital and will observe the transfer of the patient care at the receiving facility.

**Field Clinical Format** - A **minimum of 12 hours of documented, on-duty field clinical time** is required for successful completion. This must include a minimum of **five ambulance transports, two of which must be basic transports**. If these transports are not completed within the 12 hours, additional time will be required until this requirement is met. Time prior to ALS intercept can count as basic transport.

Credit for clinical time will only be granted for time spent in-station (or on actual calls) with an approved preceptor. No credit will be granted for time spent “on-call” from home, or in any location other than with the preceptor.

Credit will be granted for participation in “back-up” calls (calls responded to from off-duty), but in such cases credit will be granted only for the actual time of the ambulance call. Credit will be granted only for those calls in which the student participates completely (from start to finish); if the patient is transported to the hospital, the student must accompany the patient to the hospital and interface with hospital personnel.

**Internship Sites** - All field clinical experience will take place at an authorized field internship site, which is defined as an ambulance agency that is under a current field internship affiliation

agreement with the Course Sponsor. These may be agencies with which the student already has a membership or employment relationship, or may be agencies with which the student affiliates only for purposes of the field clinical. A current list of authorized internship sites is furnished to each student. Additional ambulance agencies that are interested in becoming authorized internship sites, may contact the EMS Office for the necessary information. First Response Teams, and other non-transporting agencies, are not eligible to become EMT-Basic internship sites. Agencies will vary in their procedures for scheduling students for clinical rotations (shifts), and must be contacted directly by the student for scheduling information.

**Preceptors** - Designated preceptors for this field clinical will be any EMT-Basic or Advanced EMT who is designated by the EMS agency as, and is functioning in the capacity of Crew Chief (in-charge EMT or AEMT) of the ambulance crew with which the student is obtaining clinical experience. It is the responsibility of the preceptor to serve as mentor, role model, and evaluator of the student and to make maximum use of available on-duty time to facilitate student learning (even in the absence of calls during the clinical shift).

**Evaluation and Documentation** – Course Sponsor EMT-Basic Field Clinical Evaluation form must be completed by the preceptor and student for each shift at an authorized internship site for which the student seeks credit toward completion. Only one form is required per rotation (on-duty shift or “backup” call spent with preceptor), per student.

It is the responsibility of the student to assure that the preceptor is presented with the necessary evaluation form at the beginning of each clinical shift, and to retrieve the completed form from the preceptor, and deliver it to the course Instructor/Coordinator, at the first class session following each clinical shift. No credit will be granted for clinical experience for which a fully completed evaluation form has not been submitted to the Instructor/Coordinator.

It is the responsibility of the preceptor to complete the evaluation form at the conclusion of each clinical shift, fully evaluating each student’s performance.

If the student completes the preceptor approved Pre-hospital Care Report (PCR), or handwritten PCR, on any call in which he/she participates during the clinical, it is recommended (not mandated) that a photocopy of the PCR be attached to the evaluation form submitted to the Instructor/Coordinator. Students must submit a minimum of five actual or practice PCRs with Protected Health Information removed.

**Behavioral requirements** - Confidentiality shall be maintained at all times relative to patient information acquired by students during clinical and/or field internship experiences and other contacts with patients and/or medical records. Any breach in the confidentiality of patient information which can be traced to an EMT student may result in the IMMEDIATE TERMINATION of that student from the course.