

## **POLICY #350: MOBILE INTENSIVE CARE NURSE INITIAL AUTHORIZATION**

### I. PURPOSE

- A. To establish criteria for the initial authorization of Mobile Intensive Care Nurses (MICN) in the County of San Luis Obispo (SLO).

### II. SCOPE

- A. This policy applies to all California licensed Registered Nurses, who work in the Emergency Department (ED) for a Base Hospital in the County of SLO, wishing to obtain authorization as an MICN.

### III. POLICY

- A. A current and valid California Registered Nurse license and local authorization are required to practice as an MICN in the County of SLO.
- B. Only MICNs with a current authorization may represent themselves as an MICN. Individuals not currently authorized as an MICN who represent themselves as such may be subject to discipline as outlined in Emergency Medical Services (EMS) Agency Policy# 300: Investigation and Disciplinary Process.
- C. All initial authorization candidates must complete the following before applying for initial authorization:
  - 1. A minimum of one-year experience as an Emergency Department RN for a Base Station in San Luis Obispo County.
    - a. ED nurses who have held a California Paramedic License, held SLO County paramedic accreditation, and worked as a Paramedic in SLO County within two years preceding their MICN application may use that experience in lieu of the one-year minimum experience in ED nursing.
  - 2. EMS Agency MICN Initial Authorization Course and pass the written examination with a minimum score of 80%. The course instructor will evaluate any candidate who fails to pass the testing and evaluation process and recommend to the EMS Agency Medical Director further evaluation or training, as required.
  - 3. Complete the following within 3 months of passing the Initial MICN Authorization Course:
    - a. An orientation to Base Hospital radio operation techniques and hardware provided by the Paramedic Liaison Nurse at the candidate's Base Hospital utilizing the MICN Base Hospital Orientation Checklist – Attachment B.
    - b. A minimum of fifteen (15) paramedic radio calls proctored by an authorized MICN, a minimum of ten (10) calls must be advanced life support (ALS). Record each call, utilizing the MICN Radio Proctoring Form – Attachment C, indicating

date, time, and nature of the case (e.g., major trauma, syncope, chest pain). The MICN preceptor must sign off on each proctored call.

c. Four (4) hours of orientation at the County of SLO Sheriff's Department ambulance dispatch center, Med Com. The dispatcher providing the orientation will complete and sign the MICN Med Com Orientation Checklist – Attachment D.

d. Four (4) hours of field orientation with an ALS provider. The accredited paramedic providing the orientation will complete and sign the MICN Field Orientation Checklist – Attachment E.

(1) ED nurses who have held a California Paramedic License, held SLO County paramedic accreditation, and worked as a Paramedic in SLO County within two years preceding their MICN application may use that experience in lieu of the four (4) hour field orientation requirement.

- D. An MICN Liaison at each base station hospital will be the point person for the MICN application process. The MICN Liaison will collect all items required for Initial MICN Authorization (outlined in PROCEDURE below) and submit the complete application to the EMS Agency on behalf of the MICN Applicant. Applications can be dropped off, mailed, or emailed to the EMS Agency.
- E. Candidates applying for initial authorization must pay the non-refundable authorization application fee.
- F. Candidates whose checks return for insufficient funds may be subject to disciplinary action as outlined in EMS Agency Policy #101: Fee Collection.
- G. Candidates must have sufficient time to authorize. The EMS Agency may require up to fourteen (14) calendar days to process a complete application. If a request is made to expedite a completed application within 72 hours of the request, a rush fee will apply.
- H. All information on the EMS Agency application is subject to verification. Candidates who supply information found to be fraudulent will be subject to the disciplinary process outlined in EMS Agency Policy# 300: Investigation and Disciplinary Process.
- I. Authorization will be for a maximum of two years:
  - 1. The effective date of authorization will be the date the candidate meets all local requirements as demonstrated to the EMS Agency.
  - 2. The authorization will expire no more than two years from effective date or when the MICN no longer meets authorization requirements.
- J. Once authorized as an MICN, based on the continuous quality improvement process the employer or EMS Agency Medical Director may determine that a MICN needs additional training, observation, or testing. The employer, the EMS Agency Medical Director or his/her designee, may create a specific and targeted program of remediation based upon the identified need of the MICN. If there is disagreement between the MICN, the employer and/or the EMS Agency Medical Director, the decision of the EMS Agency Medical Director will prevail. If the individual fails to complete this targeted program of remediation the EMS Agency Medical Director may suspend authorization for a minimum of one (1) year and up to two (2) years.

- K. As a condition of continued authorization, an MICN must attend and pass all mandated training as may be required from time to time by the EMS Agency.
- L. It is the responsibility of the MICN to notify the EMS Agency within 7 days of any arrest or change in their eligibility status. Failure to report such actions may result in disciplinary action.
- M. It is the responsibility of the base station employer to provide employment letters for application purposes and separation of employment notifications to the EMS Agency.
- N. The EMS Agency Medical Director must approve exceptions to any authorization requirements.

#### IV. PROCEDURE

- A. A candidate for Initial MICN authorization in the County of SLO must complete the MICN Authorization Application – Attachment A, and supply documentation establishing eligibility for authorization as follows:
  - 1. Current California Registered Nurse license
  - 2. Current certification as a Cardiopulmonary Resuscitation (CPR) Provider according to the standards for professional rescuers of the American Heart Association or other course approved by the EMS Agency Medical Director.
  - 3. Current Advanced Cardiac Life Support (ACLS) provider certification issued by the American Heart Association or other course approved by the EMS Agency Medical Director.
  - 4. Provide a letter of employment from a County of SLO Base Hospital indicating current employment in their ED with a minimum of one-year experience in ED nursing.
    - a. ED nurses who have held a California Paramedic License, held SLO County paramedic accreditation, and worked as a Paramedic in SLO County within two years preceding their MICN application may use that experience in lieu of the one-year minimum experience in ED nursing.
  - 5. Proof of completing the Initial MICN Authorization Course.
  - 6. Completed and signed MICN Base Hospital Orientation Checklist – Attachment B.
  - 7. Completed and signed MICN Radio Proctoring Form – Attachment C, with documentation of fifteen (15) proctored radio calls.
  - 8. Completed and signed MICN Med Com Orientation Checklist – Attachment D.
  - 9. Completed and signed MICN Field Orientation Checklist – Attachment E.
    - a. ED nurses who have held a California Paramedic License, held SLO County paramedic accreditation, and worked as a Paramedic in SLO County within two years preceding their MICN application may use that experience in lieu of the four (4) hour field orientation requirement.
- B. Authorization candidate must pay the non-refundable authorization application fee.

V. AUTHORITY

- Health and Safety Code, Division 2.5, Chapter 2, Section 1797.56; Chapter 3, Article 5, Section 1797.175; Chapter 4, Article 1, Section 1797.210; and Chapter 4, Article 1, Section 1797.213(a)

VI. ATTACHMENTS

- A. MICN Authorization Application
- B. MICN Base Hospital Orientation Checklist
- C. MICN Radio Proctoring Form
- D. MICN Med Com Orientation Checklist
- E. MICN Field Orientation Checklist

Approvals:

EMS Agency, Administrator	
EMS Agency, Medical Director	