

Nebraska Office of Emergency Health Systems

EMS Basic Life Support Psychomotor Examination Handbook



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Basic Life Support Psychomotor Examination Introduction

The Nebraska Office of Emergency Health Systems (OEHS) dedicates time and resources to ensure standardized testing for the Basic Life Support (BLS) psychomotor examination for Emergency Medical Responder (EMR) and Emergency Medical Technician (EMT) students. The BLS Psychomotor Examination Handbook has been developed to achieve this standard.

The BLS Psychomotor Examination Handbook outlines the process of testing to measure a student's entry-level competency of the psychomotor exam. The Handbook was developed from National EMS Education standards, National Registry of EMTs (NREMT) psychomotor examination standards, NASEMSO EMS Clinical Guidelines, and assistance from the Kansas Board of Emergency Medical Services.

Basic Life Support Psychomotor Examination

Each BLS candidate will complete one, 15 minute scenario. The candidate will complete either a medical focused or trauma focused scenario. The candidate is evaluated as the team leader caring for a patient and directing one trained assistant during the scenario. A State trained and licensed provider will be used as an evaluator. The evaluation is based on established scoring criteria used to measure the candidate's ability to correctly provide and manage treatment of a patient in an out-of-hospital setting.

The scenarios, grading criteria, score sheet, and examination handbook have been developed by the OEHS and a team of Nebraska EMS Instructors for the EMR and EMT candidate and approved by the Nebraska EMS Advisory Board. The examination materials will be revised periodically to assure adherence to current guidelines and validity.

This examination is part of the NREMT certification process. The purpose of certification is to verify achievement of entry-level competencies for safe and effective practice. This examination is not meant to provide a specific analysis of errors in a candidate's performance by teaching, coaching, or remedial training. This is the responsibility of the educational program during the learning process and not the certification process. Any errors in a candidate's performance shall not be discussed with any of those involved in the examination process unless for clarification purposes with the examination staff.

Successful completion of this exam is defined as the ability of the candidate to provide appropriate, entry-level BLS care based on the candidate's level of training and direction of the trained assistant. Failure to provide and direct appropriate care as a lead provider will result in an unsuccessful examination attempt. If the candidate is unsuccessful, remedial training and practice is encouraged prior to subsequent attempts.

Accommodations

Psychomotor examinations are designed to test the skills and abilities of the entry level EMS provider to provide safe and effective care in the out of hospital environment. As such, the content of the individual examinations reflect the content of the current National EMS Practice Analysis and include a scenario-type format which requires the candidate to demonstrate his/her skills and abilities in a simulated environment which reflects the out of hospital setting. For example, it is not appropriate to move the simulated patient from the floor to a table at the candidate's request because the candidate is physically unable to bend down and assess a patient found lying on the floor. The Exam Coordinator (EC) is not authorized to make the determination for an accommodation or the use of alternative equipment at the psychomotor examination.

Examination Process

The candidate will complete one, 15 minute scenario focusing on a medical or trauma patient. The candidate will be evaluated on Leadership and Scene Management, Patient Assessment, Patient Management, Interpersonal Relations, and Field Impression and Transport Decision.

Orientation

All evaluators, assistants, patients, and candidates must be present for the pre-examination orientation. Only State trained and approved evaluators who have sat through that day's examination orientation will be allowed to evaluate the candidates. All candidates must present a government issued photo identification and complete and sign the Candidate Affirmation form before being allowed to complete that day's examination. Candidates may bring a minimal amount of personal equipment (ie. stethoscope, pen light, writing utensil) to use during the scenario but must be inspected prior to use by the Examination Coordinator.

Examination Outcome

Each candidate will be evaluated individually based solely on his/her patient assessment, treatments, and decisions. The candidates will receive their official results at the conclusion of the scenario. Same day retests may be allowed depending on time availability and the Exam Coordinator's discretion. Incomplete examination attempts cannot be scored or be reported as incomplete. Only completed attempts are to be scored. The OEHS and hosting site does not mandate or guarantee same-day retest opportunities for the BLS psychomotor examination.

Hosting Site Responsibilities

The host sites are responsible for conducting examination-related activities on an equal basis for all candidates and ensuring a non-discriminatory examination.

The examination sites will have a minimum of two patient management stations. The hosting site will be responsible to supply the required equipment and the appropriate number of trained assistants and patients.

Only a State approved and trained Examination Coordinator (EC) will be allowed to facilitate the BLS psychomotor examination. This coordinator must be present and accessible for the entire exam at the exam site and cannot serve as an evaluator. The EC is responsible for planning, staffing, and assisting with quality control of the examination.

Exam Coordinator Responsibilities

The Exam Coordinator will need to submit a request to the OEHS via the OEHS Education webpage to host a BLS psychomotor examination at least three weeks prior to the desired examination date to reserve testing material. The request will include examination date, number of candidates, name of evaluators, and the number of stations the site is planning to have. Alternate evaluators should be considered and submitted with the request.

The EC may designate an alternate person to fill in for duties on the examination day. This alternate coordinator must have completed the State approved Exam Coordinator training.

The EC should ensure the evaluators, assistants, and simulated patients are familiar with the examination process and Examination Handbook. The evaluators, assistants, and simulated patients must sit through the Examination Orientation prior to starting the examination.

The examination must be conducted without discrimination or prejudice. The EC is to ensure the evaluators, assistants, and simulated patients conduct themselves in a consistent, objective, and professional manner throughout the examination.

The BLS Psychomotor Staff Roster form may be utilized to facilitate room coordination of the evaluators, assistants, and patients.

The EC is responsible for monitoring the flow of candidates through the skills stations and ensure the candidates do not discuss scenarios, materials, or station set up while at the examination site.

The host site and EC is responsible for ensuring availability of supplies, functional equipment, and station set up for the exam. The OEHS will provide examination scenarios. An equipment list is provided by the OEHS.

The EC is responsible for securing a physician medical director (PMD) to be available by phone or pager throughout the examination. The examination cannot start without a PMD available. The program's PMD may be utilized.

Host Site

The facility used by the Host Site must be large enough to accommodate the following:

1. Adequate floor space that is clear of physical obstructions that could restrict examination staff and/or candidate visibility or movement for each station.
2. Each station must be segregated in a manner to allow traffic flow but prohibit observation by other candidates.
3. An environment free of undue noise and distraction.
4. A climate controlled environment with adequate lighting.
5. A waiting area to comfortably accommodate candidates.
6. An area to conduct the examination orientation and for examination staff breaks.
7. A table and chair in each station for the Evaluator.

Required Staffing

Each station will be staffed by one evaluator, one assistant, and one simulated patient. Examination staff should remain in their assigned room throughout the scheduled examination. Lunch breaks should be planned by the EC. Should an examination staff member need a break during the day, the station must be secured to preserve examination material integrity. The simulated patient should cover any moulage during a break (example: with a blanket) to prevent being seen by a candidate. The EC should determine the method of taking breaks and share with examination staff.

Evaluator Requirements

Evaluators must have completed the State approved training to be eligible to review candidates. Examination results will be invalid if non-approved evaluator(s) were utilized. The OEHS maintains a current list of approved evaluators on the Education webpage. It is not required for the evaluator to hold a Nebraska EMS Instructor license.

The evaluators are chosen based on their expertise and ability to fairly, consistently, and objectively document a candidate's performance. The evaluator is responsible for conduct within their station and must ensure the integrity of the examination and examination material. The evaluator may be an EMS provider, nurse, or physician familiar with the EMS psychomotor examination.

A primary instructor cannot be used as an evaluator where their students are completing the examination.

The Office of Emergency Health Systems will maintain the training of evaluators, official evaluator list, and will make the final determination of approval status.

The evaluator responsibilities include but are not limited to:

- Understand the content of the BLS Psychomotor Examination Handbook.
- Ensure the examination is conducted equally for all candidates without discrimination.
- Ensure a professional and unbiased evaluation of all candidates.
- Read the instructions, scenario, and other information exactly as printed to each candidate.
- Print all information on the score form legibly. Sign and date.
- Monitor and record all performances on the score form as appropriate.
- Ensure consistent presentation of all equipment, props, and moulage during the examination.
- Coach the assistant and simulated patient for the assigned station.
- Maintain the security of all examination material, equipment, supplies, and return to the EC at the end of the examination.
- Provide feedback to the EC regarding issues or ideas for improvements.
- Coordinate with the EC should their evaluation of the candidate cause a conflict. A different evaluator should be used.

BLS Assistant

The BLS assistant will be a person trained at or above the level being tested to serve as a trained assistant for each examination station. **The assistant will provide care at the level the candidate is being tested.** Assistants cannot be related to the candidate or be biased towards the candidate being examined. The assistant should be familiar with the Examination Handbook.

The assistant will greet the candidate outside of the station, introduce themselves, and can assist with checking the equipment. The assistant and candidate will enter the station as a team. The assistant will wear protective gloves during the scenario. The job of the assistant is to be directed by the candidate. No treatment or action should be performed without first being directed to by the candidate. The assistant may question the candidate regarding a treatment or action twice before completing.

Simulated Patient

All simulated patients should be EMS related personnel. If the patient is familiar with EMS procedures, he/she can assist the evaluator when reviewing the candidate's performance and can verify completion of a procedure or treatment. The patient should also be familiar with the typical presentation of symptoms the usual patient would have for that type of testing scenario. This person should also be capable to effectively act out the role of a real patient in a similar situation. The more realistic the simulated patient acts, the fairer the valuation process. The patient cannot be related to or biased towards the candidate being tested. All simulated patients should be adults or adolescents who are older than sixteen years of age. Small children may not be used as a patient in any station.

The EC should inform the simulated patient on the appropriate type of clothes to wear to the examination. The clothes may be cut or stained by moulage during the examination. The patient may also want to wear swim wear or similar type garments under their clothes. The EC can also provide

already prepared “cut-away” clothing. This is clothing that has snaps or loop tape along the seams. Manikins may be used as a simulated patient especially for young pediatric patients.

Examination Staff

The following activities are **prohibited** by the EC and examination staff:

- Copying or sharing of examination material
- Sharing of information acquired during the examination
- Photographing moulage or station set-up
- Discussing candidate performance with other staff or candidates

Failure to follow these guidelines may result in loss of approved status for evaluators, assistant or patient ineligibility for future examinations, and/or EC and host site ineligibility for future examinations.

Examination Administration

The Examination Coordinator is responsible for the administration of the BLS psychomotor examination and assurance that all candidates complete the examination in the same standardized format in accordance with the Examination Handbook.

It is recommended to schedule the examination staff orientation one hour before the start of the examination. This should permit ample time for staff to review examination material, moulage patients, check all equipment, and answer any questions. The candidate orientation should start approximately 30 minutes prior to the examination start time.

The EC will visit all stations to ensure compliance with approved exam criteria and process. The purpose of the station visit is to monitor the evaluator, assistant, and patient, not candidate performance. The EC will review the station set-up and equipment prior to the examination. It is suggested to do this the night before to allow time for corrections. Simulated equipment may be used should there not be enough items for the number of stations.

During the examination day, the EC will be responsible for the overall tracking of candidates through the stations. The responsibility of sending the candidates to each station should be delegated to a separate staff member. The card pass method is recommended.

Finished score forms and candidate notes are to be collected by the EC or a designated staff member (runner) for review and grading. The EC is responsible to ensure the forms are completed correctly. No areas are to be left blank, the time limit must be enforced, and the evaluator must make a comment for any critical criteria failure. The score form will only be graded by the EC. The EC may discuss documentation errors with the evaluator to obtain clarification or correction. Identified errors require the evaluator to make necessary corrections to the form and initial the changes. The EC is not permitted to change examination documentation. The EC will then fill out the Candidate Report form for each candidate showing the final results.

The Examination Coordinator and exam staff are not permitted to provide an opinion as to the candidate's performance, allow the candidate to review completed score forms, or provide recommendation to improve performance. The EC will give each candidate their official examination results.

During the examination day, the Exam Coordinator will review and be responsible for:

- Job function performed by examination staff
- Consistency of equipment and supply reset
- Evaluator, assistant, and simulated patient verbal and non-verbal communication
- Consistency of examination instruction and scenario presentation by the evaluator, assistant, and simulated patient.
- Security of scenario information or documentation
- Time limits enforced
- Examination staff is courteous, profession, and non-discriminatory
- Ensure the examination remains on schedule

- Address possible cases of dishonesty, discrimination, or prohibited behavior during the examination
- Orient examiners, assistants, and simulated patients
- Inspect candidate government issued photo ID and completed Candidate Affirmation form
- Privately inform candidates of their official results

BLS Examination Scoring and Results

The Office of Emergency Health Systems reserves the right to nullify any psychomotor examination that does not meet acceptable criteria as outlined in the Examination Handbook. Candidates are eligible for up to four complete psychomotor scenario attempts. Graduates from a BLS initial course have two years from the course completion date to successfully complete the certification process. Successful cognitive and psychomotor examination results are valid for two years from the date of the examination provided all other requirements are met.

The candidate must select, at random, which scenario is to be tested. This method can be determined by the host site (ie. draw a card or token).

The candidate must score a minimum of 9 points with no critical failures. The candidate cannot score a 0 (zero) in any of the categories and must have a minimum score of 2 (two) for Patient Assessment and Patient Management.

Should a candidate need to complete a same day retest, a different evaluator and scenario must be used. It is not a requirement for the candidate to retest the same scenario type (ie. candidate fails the medical scenario, he/she can retest with either a medical or trauma scenario).

Candidates are eligible for up to three retest attempts (four total scenario attempts). Remediation, by an approved training agency, will be required before the second full attempt. Documentation of a successful psychomotor remediation must be submitted to the EC for retest eligibility. Both the cognitive and psychomotor components of the examination must be completed within two years of the initial course completion date.

Examination Complaint

Candidate complaints will be reviewed onsite by the Quality Assurance (QA) Committee which is comprised of the Examination Coordinator, the physician medical director, and the OEHS Education Manager or designee. An uninvolved, unbiased person should replace any involved and potentially biased party before the QA Committee can begin discussions. All complaints will be reported to the EC as soon as possible. Should the EC receive a complaint that may be valid, the candidate will be provided the BLS Psychomotor Complaint Form. The candidate will be permitted adequate time in a secluded area to complete the form. The candidate can only file a complaint based upon discrimination or equipment failure. Final examination results will not be given to the candidate until the complaint process is completed.

Examination complaint process is as follows:

1. The EC will inform the QA Committee a formal complaint has been initiated.
2. The EC will notify the involved examination staff that a complaint has been filed and advise them to remain on-site for an interview by the QA Committee if necessary.
3. Results of the examination whether it is pass or fail cannot be changed. Should the complaint be deemed valid, the examination results will be nullified.
4. Any candidate whose results have been nullified will be given the opportunity to complete the examination attempt again by a different evaluator.
5. The QA Committee will complete the Quality Assurance Committee Review Form with the final decision.
6. All documents will be maintained with the candidate's examination records.

Candidate Identification

All candidates must present a government issued photo identification to the EC on the examination day. Photocopies of a government issued identification will not be accepted. If a candidate does not have an acceptable form of identification, they will not be allowed to complete the examination. Any candidate attempting to use false identification will be dismissed from the examination site. A report will be filed with the OEHS documenting all individuals involved, the candidate scheduled to take the examination, and the true identity of the individual attempting to take the exam if it can be determined.

Late Arrival

Situations may arise that will delay the candidates arrival to the examination. It is the EC's discretion to allow the candidate to complete the examination. If admitted into the examination, late candidates must be allowed the opportunity to complete the station required. You must orient the late candidate to the psychomotor examination in the usual manner before permitting him/her to start the examination. If the host site cannot assure the candidate will be able to complete the required station, the candidate must be dismissed from the examination and instructed to make alternate arrangements to complete the examination at a later date or another host site.

Examination Interruption

In the event of interruption of an examination station, the EC shall use best judgement and nullify results if it is believed the interruption adversely impacted the candidate's performance. For any interruption, the examination staff must secure the examination materials until the examination can restart. The EC will need to consider nullifying the results of the candidates testing when the interruption occurred and permit restart and completion. The decision to interrupt an examination should be based on ensuring the health and safety of everyone involved.

Use of Prohibited Materials

Candidates are prohibited from:

- Bringing electronic devices such as cellular devices, hand-held computer devices, laptops, tablets, or pagers into the examination site. Smart watches may be worn as long as the candidate's phone is turned off.
- Copying or recording examination material
- Sharing of information acquired in the examination station

Candidates may bring notes and/or study materials to review in the holding area. **Only the State approved non-electronic Field Guide will be allowed in the examination station for candidate use.**

Candidates are not allowed to bring in additional notes or their own note taking template. Blank paper for notes may be provided in the station.

If prohibited activity is suspected by the EC or examination staff, the following may be initiated:

1. Immediate suspension of all examination activities if more than one candidate is suspected.
2. Interview all candidates separately that are suspected of using prohibited materials.
3. Attempt to obtain all notes or recordings in question for further inspection.
4. Dismiss suspect candidates.
5. After all materials are retrieved, interviews completed and the EC is reasonably satisfied that all involved candidates have been dismissed, resume the examination.

For any incident identified above, the EC, examination staff, and/or witnesses will prepare signed, written documentation of the following:

- Name, address, email, and phone number for witnesses
- A summary of facts associated with the situation
- Identification of violator by name
- Explanation of each candidate's involvement in the misconduct

The EC will contact the OEHS Education Manager or designee after the investigation is completed to discuss the incident and eligibility of candidate for retest options. The OEHS Education Manager or designee can be contacted to aid with the onsite investigation.

Prohibited Behavior

The Office of Emergency Health Systems has outlined policies addressing prohibited behavior of candidates and examination staff during the BLS Psychomotor Exam.

Prohibited behavior may include, but not limited to:

- Receiving or aiding in a candidate's examination

- Accessing, possessing, reproducing, disclosing, or using any examination materials during an examination
- Evidence of sharing examination information with other candidates
- Disturbing or preventing other candidates from an equal opportunity for examination completion
- Making threats toward the EC, examination staff, or other candidates
- Use of unprofessional language when interacting with the EC, examination staff, or other candidates
- Offering any benefit to the EC and/or examination staff in return for aid or assistance for completion of an exam

The behaviors listed above may constitute sufficient cause to:

- Bar candidate and/or examination staff participation at the examination site
- Terminate participation in the examination
- Invalidate examination results
- Take other appropriate action

Evaluators failing to abide by the policies outlined in the BLS Psychomotor Handbook can result in mandatory retraining and/or removal from the approved evaluator list. EMT assistants or simulated patients will not be allowed to participate in future examinations.

Dismissal from the Examination

The Examination Coordinator has the authority to dismiss examination staff or candidates for misconduct as outlined above. However, dismissal should be a last resort. The OEHS Education Manager can be consulted for guidance on dismissing examination staff or a candidate.

When a violation is substantiated, immediately collect all examination material from the station and dismiss the violator(s) from the examination site. Advise the candidate(s) and/or examination staff being dismissed that this action is due to failure to abide by examination policy. Prepare a full written account of the incident. If a candidate is dismissed, indicate on the score form and Candidate Report Form the candidate's results are subject to misconduct. Maintain a copy of the incident report with the final examination documents.

Reporting Psychomotor Examination Results

The EC will verify accuracy and completion of all examination results. This must be accomplished during the examination at the completion of each candidates' station attempt.

All official written records must be retained by the approved training agency in accordance with 172 NAC 13-004, item Bi-3. The Candidate Report form must be completed for each candidate and attached with the score form. The Candidate Report form must include the following information:

- Candidate Name

- Examination Date
- Examination Site
- Retesting (Yes or No)
- Result of the station (Medical or Trauma)
- Official Result (Pass, Retest, or Fail)
- Examination Coordinator Signature
- Comments if applicable

Completion of the BLS Psychomotor Examination

The Examination Coordinator will ensure examination security as follows:

1. Collection of all examination material from evaluators including:
 - a. Scenarios
 - b. Evaluator notes
 - c. Candidate notes
 - d. Blank score forms
2. Briefly discuss with examination staff regarding any problems or areas of concern that may have occurred.
3. Return examination scenarios to the OEHS. No copies or notes are to be made of the examination scenarios.
4. Prepare all examination documentation for record retention.

Appendix



BLS Psychomotor Examination

Examination Staff Orientation

Introduce yourself as the Examination Coordinator and thank the staff for participating.

General Instructions

- Project a professional image prior to, during, and after the examination.
- Evaluate all candidates fairly, consistently, and objectively.
- Read all instructions to each candidate in the same manner to ensure consistency and fairness.
- Ensure all BLS assistants and simulated patients have been oriented to their roles and inspect all equipment.
- Rehearse the scenario prior to evaluating the candidates.
- Simulate reality at each skill station as much as is reasonable.
- Do not teach or coach candidates prior to, during, or after the examination.
- Clarify for the candidates which skills should be performed and which skills should only be verbalized.
- No pictures or videos are to be taken of the station or candidate performance for any reason.
- Keep all examination materials confidential and in a secure location.

Documentation

- Document each candidate's performance on the score form.
- Ensure that each score form is completed in its entirety and includes:
 - a. A scenario number
 - b. A score for each measurement
 - c. The exact time the scenario starts and ends. Do not start at zero and use a stop watch.
- Only whole points are to be awarded, not fractions of a point. Total the final score.
- Provide a written explanation on the back of the score form if a critical failure is marked.
- Enforce the time limit. Mark a zero for any steps that were omitted or not completed within the allotted time frame.
- Ensure the candidate cannot directly observe you completing the form.
- Print legibly.

Communication

- Discuss candidate performance only with me.
- Direct all questions regarding scoring to only me.
- Ask candidates to clarify or elaborate if you do not understand what they are performing.

Examiners and Assistants

- If the candidate provides incomplete, inappropriate, or incorrect treatment, the assistant can ask up to two times for confirmation then perform the task. Evaluator should grade appropriately.
- If a candidate states, "I'd apply high flow oxygen," the evaluator should ask the candidate to explain how that will be done. If the candidate verbalizes "I'd do a quick assessment of the legs," the evaluator should ask the candidate to perform the assessment as done in the field.
- Read the Examination Instructions to all candidates exactly as printed. Allow the candidate two minutes to inspect the equipment and to ask questions.

BLS Assistants

- Don gloves
- Greet the candidate in the area identified and introduce yourself.
- Remain in contact with the candidate during the examination
- Follow the candidate's patient care directions.

Simulated Patients

- Act appropriately for the situation.
- Ensure responses are consistent with every candidate throughout the day.
- Remember what was assessed and/or treated to assist the Evaluator and Assistant in grading.

Other Information

- Candidates are allowed to only use the State approved non-electronic Field Guide or blank paper provided in the station.
- Collect all notes taken by the candidate and turn them in to me at the end of the examination.
- The same evaluator cannot retest a candidate for the same scenario type that the candidate previously failed.
- I will be visiting your skill stations throughout the examination.

Ask if there are any questions before testing begins.

Distribute examination material to the assigned evaluators and direct examination staff to their assigned station.



BLS Psychomotor Examination

Candidate Orientation

- Welcome the candidates and introduce yourself as the Examination Coordinator. I am responsible for ensuring a fair, objective, and impartial examination today.
- Check attendance.

General Expectations

- Do not attempt to make copies or recordings during the examination.
- Do not discuss any details of any skill station with anyone other than myself.
- Be respectful of other by keeping noise and disruptions to a minimum and be prompt when reporting to a station.
- Non-compliance of any policy will result in immediate dismissal from the remainder of the examination and the Office of Emergency Health Systems may take further action.

Evaluators

- Have been chosen for their expertise in the out of hospital setting.
- They will be documenting throughout the examination. Do not let this influence your performance.
- They will not provide positive or negative feedback about your performance. Do not assume the questions they ask imply any feedback about your performance.
- They have been instructed to avoid any casual conversation with the candidates.
- Will ask for your name and proper spelling when you enter the station.

General Information

- Remain in the staging area unless taking a restroom break. The use of tobacco products is prohibited.
- Remain at the testing facility until you have received your results. You will not be able to continue or resume testing if you leave this site for any reason during the examination.
- No cell phones or other digital devices are permitted during the administration of this examination. You can lock them in your car or leave up front with the examination staff.
- Only the State approved non-electronic Field Guide can be used in the station.
- Scratch paper and a writing utensil is provided in the station. Do not bring in your own. All notes must be left with the evaluator when completed with the scenario.
- If you brought any of your own equipment to use, I must inspect and approve it before you enter the station.

- I will be visiting the stations throughout the examination. I am only there to monitor the examination staff, not candidate performance.

Complaints

- Complaints can only be filed today **before** you receive your results. Complaints will not be accepted after you receive your results or leave this site. A complaint can only be filed for two reasons: You feel you have been harassed or discriminated against, or there was an equipment malfunction.
- You must notify me immediately if you believe you have experienced either of these two situations.
- If you wish to file a complaint, notify me immediately and I will provide you with the complaint form.
- A Quality Assurance (QA) Committee will review your concerns and make a final determination of your complaint today. The QA Committee is comprised of the Physician Medical Director, the Examination Coordinator, and the OEHS Education Manager or designee.

Results

- Results will be reported to you today as Pass or Fail.
- You will not receive an explanation of specific errors in your performance.

Retest Policy

- Passed portions of the BLS psychomotor examination will remain valid for 24 months from the examination date.
- This host site does not mandate or guarantee same-day retest opportunities.
- If we conduct a same-day retest and you are eligible, you will have one attempt to retest today.

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- Hand out the Candidate Report/Candidate Affirmation Form and instruct candidates to fill out the top portion and read the retest information.
 - Instruct candidates to read the affirmation statement, print name legibly on the top line, and sign and date the bottom.
 - Ask if there are any questions.
 - Collect the form and check the candidate's government issued ID. Ensure form is filled out in its entirety.
 - Inspect equipment the candidate is taking into the scenario.



BLS Psychomotor Examination

Evaluator and Station Instructions

Thank you for serving as an Evaluator at today's examination. Please take a few moments to review the instructions for your station.

Evaluator Responsibilities

- Act in a professional and unbiased manner toward all involved in the exam including candidates.
- Limit conversation with candidates in instructions and answering exam-related questions.
- Do not behave in a way that is discriminatory or perceived as harassment and immediately report all instances of discrimination or harassment to the Exam Coordinator.
- Maintain control of your scenario.
 - Familiarize yourself with the details of the scenario.
 - Brief simulated patients and assistants.
 - Make sure all equipment is functional.
- Be sure all exam materials always remain in a secure place.
- Return all exam materials, including candidate notes, to the Exam Coordinator.
- Thoroughly document justification for the candidate's score if any Critical Criteria are identified.
- Do not give verbal or physical cues to the candidate to indicate their performance at your station. Remain neutral and objective in your conduct.

Evaluator Key Points

- Candidates are expected to choose equipment and medications based on current evidence-based guidelines and the national scope of practice for the level for which the candidates is testing.
- The chronological order in which a candidate performs each step for a skill is only important if performing steps out of order would cause harm.
- Report all equipment failures immediately to the Exam Coordinator and promptly replace defective equipment.
- Inform the candidate that their performance must continue for exactly 15 minutes.
- Assess the candidate's ability to function as a professional team leader by communicating with and directing additional personnel appropriately.

Information for the Evaluator (cont'd.)

- Candidates may only use the State approved non-electronic Field Guide or blank paper provided in the station to take notes and for reference.
- Candidates may use their own equipment if approved by the Exam Coordinator prior to testing.
- Do not deviate from the patient progression as outlined in the scenario based on the candidate's correct or incorrect treatments.
- The BLS assistant should know and provide vital signs upon candidate request.
- The age and gender of the patient in the scenario may be altered to match today's simulated patient when appropriate.
- Do not allow candidates to remove clothing or expose the simulated patient beyond a level previously agreed upon.
- Transport begins upon the candidate's request and the remaining time is spent during transport with the candidate continuing to provide patient care.
- Score all candidates consistently to ensure that everyone is tested fairly. Converse with the BLS assistant and simulated patient for candidate performance.

Information for the BLS Assistant

Thank you for serving as the BLS assistant at today's examination. Please take a few moments to review some key points about your role.

BLS Assistant Key Points

- You are expected to work as a team member.
- Maintain professional conduct and follow the candidate's orders as appropriate.
- Provide patient care and skills to the level of the candidate being tested.
- Do not perform any tasks without being directed to do so by the candidate.
- Do not intentionally make mistakes unless the scenario specifically instructs you to do so.
- If you receive candidate direction with which you do not agree, express this concern to the candidate. You can ask the candidate up to two times for clarification.
- Simulate reality when possible. This includes performing actual tasks on the simulated patient or task trainer as appropriate.
- This station must last exactly 15 minutes.
- Transport begins upon the candidate's request and the remaining time is spent during transport with the candidate continuing to provide patient care. The assistant can only help verbally after transport begins.
- Be familiar with the details of the scenario and all equipment to avoid delaying the scenario.
- Introduce yourself to the candidate before beginning the scenario.

Information for the Simulated Patient

Thank you for serving as the simulated patient at today's examination. Please take a few moments to review some key points about your role.

Simulated Patient Key Points

- Be sure to respond appropriately based on the candidate's assessments and interventions.
- Do not give the candidate any information that is not specified in the scenario.
- Do not allow the candidate to lift or move you. Stand, sit, and lie without assistance if the candidate indicates that you should move or change position. Logroll on your own if requested by the candidate.
- If you need to leave the examination area for a break, cover yourself with a blanket to hide moulage as much as possible.
- Do not allow candidates to remove your clothing or expose you beyond a level previously agreed upon by you and the skill examiner.

Station Set Up

- Do not begin testing until the Exam Coordinator has provided you with the scenario. Ensure all equipment is readily, accessible, working, and assembled in such a way that facilitates transport of the equipment from the “vehicle” to the scene.
- If a live simulated patient is used, the patient must be at least 16 years of age and dressed in appropriate attire for the scenario. The patient, evaluator, and Exam Coordinator must agree with the level of exposure required to expose moulaged injuries.
- Manikins may be used as a simulated patient especially for young pediatric patients.

Equipment List

- ◇ Examination gloves
- ◇ Penlight
- ◇ Alcohol preps/disinfecting wipes to clean stethoscope and other equipment between candidates
- ◇ Blood pressure cuff
- ◇ Stethoscope
- ◇ Sterile water bottle
- ◇ Scissors
- ◇ Scratch paper and pen/pencil
- ◇ Blanket
- ◇ Tape
- ◇ Bandages
- ◇ Assorted dressings, Coban
- ◇ Rigid or semi-rigid splints of various sizes
- ◇ Long spine board with functional straps and head immobilizer
- ◇ C-collars
- ◇ Tourniquet
- ◇ Simulated or empty aspirin, nitroglycerine, oral glucose, naloxone, Albuterol, Epinephrine
- ◇ Oxygen cylinder with regulator (assembled, may be empty)
- ◇ Bag-valve device with masks (assembled)
- ◇ OPAs, NPAs
- ◇ Nasal cannulas
- ◇ Non-rebreather mask
- ◇ Cravats
- ◇ Towels (for bleeding control or padding)
- ◇ CPAP
- ◇ Pulse oximeter
- ◇ Suction device (manual or electronic) and catheters
- ◇ AED
- ◇ CPR manikin (For candidate use if CPR is required.)
- ◇ Full body manikin: adult, child, infant (To be used as Simulated Patient, optional)
- ◇ Additional blanket for patient to lay on (optional)



BLS Psychomotor Examination

Candidate Examination Instructions

(To be read by the Evaluator)

Welcome to the Basic life Support Psychomotor Skills examination station.

You have fifteen minutes to assess, manage, and treat discovered conditions and/or injuries. If equipment needed is not present, verbalize the use of the equipment unless otherwise advised.

You should communicate with and manage your patient as you would in a real out of hospital situation. I will document your treatments and may ask questions if clarification is needed.

You may remove and/or cut the Simulated Patient's clothes, if necessary, to facilitate assessment. Clinical information not obtainable by visual or physical inspection, for example blood pressure, will be provided only after demonstration of how you would obtain that information.

You have one trained BLS assistant working with you. This person will follow your direction and perform as directed by you. The assistant can only provide care at the level your are being tested.

You may take the next two minutes to review the available equipment. This time cannot be used to prepare, position, or set up equipment and cannot be used to begin documentation.

Do you have any questions?

- After the candidate completes the equipment review, read the dispatch information from the scenario sheet and begin the 15 minute time limit.



BLS Psychomotor Examination

Candidate Score Form

Candidate: _____

Evaluator: _____

Date: _____

Signature: _____

Scenario #: _____

Start Time: _____

Points Possible Points Awarded

Leadership and Scene Management		
Thoroughly assessed and took actions to control the scene and encouraged feedback from assistant.	3	
Assessed the scene, identified potential hazards, maintained scene safety	2	
Incompletely assessed or managed the scene	1	
Did not assess or manage the scene	0	
Patient Assessment		
Completed an organized assessment and utilized findings to expand further assessment while maintaining situational awareness	3	
Completed primary survey, secondary assessment, and reassessed based on patient condition	2	
Performed an incomplete or disorganized assessment	1	
Did not complete a primary survey or reassessment of the patient	0	
Patient Management		
Managed all aspects of the patient's condition, anticipated further needs, identified changes, adapted treatment plan based on patient's condition, and coordinates treatment(s) with partner	3	
Appropriately managed the patient's condition timely, adapted treatment plan based on patient's condition	2	
Performed an incomplete or disorganized management	1	
Did not manage life-threatening conditions	0	
Interpersonal Relations		
Encouraged feedback, established patient relationship, and interacted in an organized manner	3	
Interacted and responded appropriately with patient, team and/or bystanders	2	
Used inappropriate communication techniques	1	
Demonstrated intolerance for patient, team, and/or bystanders	0	
Integration (Field Impression and Transport Decision)		
Provided appropriate management, offered a brief summary of diagnoses. Considered alternate transport options within 10 minutes. Detailed transfer of care report given	3	
Provided appropriate management and identified appropriate field impression. Transport decision made within 10 minutes. Transfer of care report given	2	
Provided correct management but did not identify appropriate field impression or transport decision. Transfer of care report not adequate	1	
Did not provide correct management, appropriate field impression, transport decision, or report	0	
End Time: _____	15	

Critical Failure

- ____ Failure to appropriately address any of the scenario's "Mandatory Actions"
- ____ Failure to manage the patient as a competent BLS Provider
- ____ Exhibits unacceptable affect with patient or team
- ____ Uses or orders a dangerous or inappropriate intervention

You must document your reason for checking any of the above critical items on the back side of this form.

Patient Name _____

Age _____

Chief Complaint _____

S _____

A _____

M _____

P _____

L _____

E _____

O _____

P _____

Q _____

R _____

S _____

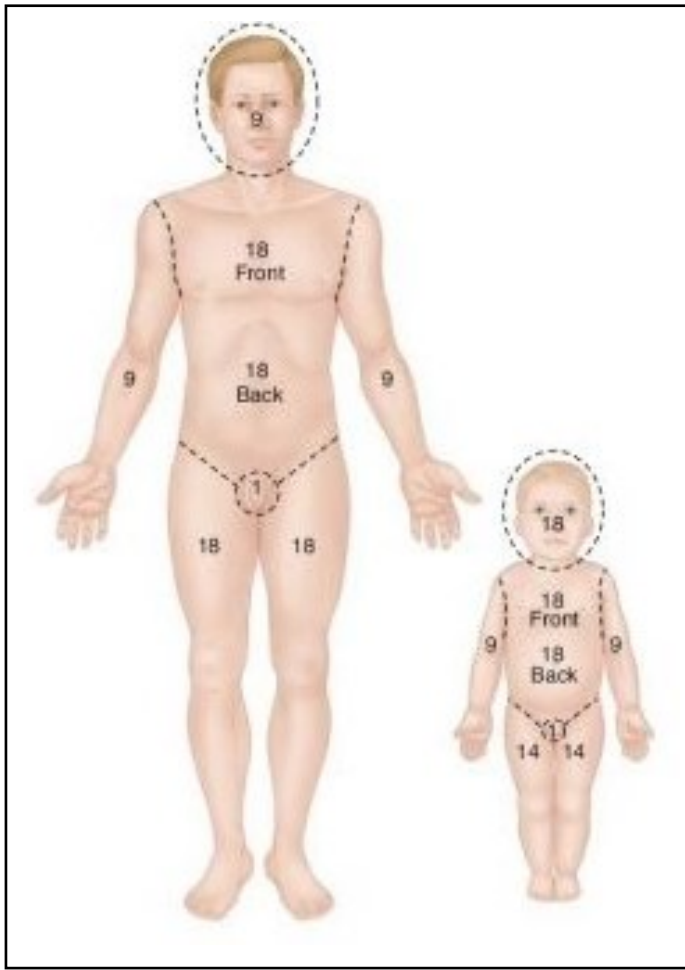
T _____

Time:	Time:	Time:
BP:	BP:	BP:
Pulse:	Pulse:	Pulse:
SpO2:	SpO2:	SpO2:
Resp:	Resp:	Resp:

Notes:

Glasgow Coma Scale

BEHAVIOR	RESPONSE	SCORE
Eye opening response	Spontaneously	4
	To speech	3
	To pain	2
	No response	1
Best verbal response	Oriented to time, place, and person	5
	Confused	4
	Inappropriate words	3
	Incomprehensible sounds	2
	No response	1
Best motor response	Obeys commands	6
	Moves to localized pain	5
	Flexion withdrawal from pain	4
	Abnormal flexion (decorticate)	3
	Abnormal extension (decerebrate)	2
	No response	1
Total score:	<i>Best response</i>	15
	<i>Comatose client</i>	8 or less
	<i>Totally unresponsive</i>	3



Vital Signs in Children

Normal Heart Rates* (beats/min)

Age	Awake Rate	Sleeping Rate
Neonate	100-205	90-160
Infant	100-180	90-160
Toddler	98-140	80-120
Preschooler	80-120	65-100
School-aged child	75-118	58-90
Adolescent	60-100	50-90

Normal Respiratory Rates (breaths/min)

Age	Rate
Infant	30-53
Toddler	22-37
Preschooler	20-28
School-aged child	18-25
Adolescent	12-20

Normal Blood Pressures

Age	Systolic Pressure (mm Hg) [†]	Diastolic Pressure (mm Hg) [†]	Mean Arterial Pressure (mm Hg) [‡]
Birth (12 h, <1000 g)	39-59	16-36	28-42 [§]
Birth (12 h, 3 kg)	60-76	31-45	48-57
Neonate (96 h)	67-84	35-53	45-60
Infant (1-12 mo)	72-104	37-56	50-62
Toddler (1-2 y)	86-106	42-63	49-62
Preschooler (3-5 y)	89-112	46-72	58-69
School-aged child (6-7 y)	97-115	57-76	66-72
Preadolescent (10-12 y)	102-120	61-80	71-79
Adolescent (12-15 y)	110-131	64-83	73-84



BLS Psychomotor Candidate Report

Candidate Name: _____

Examination Date: _____

Examination Site: _____

EMR

EMT

Are you retesting today? No

Yes

	Results of Full Attempt	
	Pass	Fail
Patient Management-Trauma	<input type="checkbox"/>	<input type="checkbox"/>
Patient Management-Medical	<input type="checkbox"/>	<input type="checkbox"/>

Results of Retest	
Pass	Fail
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Overall Results: **Pass**
 Retest

Pass
Fail

- You are required to complete a Medical or Trauma Patient Management scenario.
- You are eligible to retest a failed first attempt.
- You must retest a failed attempt for final results.
- Only one retest attempt can be completed at this examination if one is offered.
- Failure of both attempts during the first full attempt will require remedial training before attempting the examination on another date.
- Failure of an attempt on second full retest results in a final failure of the psychomotor examination.
- Passed psychomotor examination results are only valid for 24 months from the date of the examination.

Examination Coordinator Signature: _____

Comments: _____



BLS Psychomotor Candidate Affirmation

By my signature, I _____ affirm that I participated in and understand the information in the Candidate Orientation. I agree to fully abide by all policies of the Nebraska Office of Emergency Health Systems (OEHS). I understand that they reserve the right to delay processing or invalidate my results if I have not complied with all rules. I understand that all decisions made by the OEHS are final. I also understand that my attendance at today's examination does not guarantee my eligibility for certification by the National Registry of EMTs or subsequent state licensure.

I understand that I must contact the Examination Coordinator immediately if I feel I have been discriminated against or experienced an equipment malfunction during the examination. I further understand that my complaints **will not be accepted** if I do not file my complaints today before receiving the examination results. I understand that the Examination Coordinator or staff will not explain any specific errors in my performance.

I understand that making threats toward the examination staff, use of unprofessional language, or committing other prohibited behavior may be sufficient cause to invalidate/nullify the results of my examination, terminate participation in the examination, revoke scores or eligibility in future examination attempts, or take other actions as the situation warrants. I assume all responsibility for competing the examination as required by policies and procedures established by the OEHS.

I affirm that all information entered on this form is truthful, correct, and matches my true identity which coincides with my information on the official roster for this examination.

Candidate Signature: _____

Date: _____



BLS Psychomotor Examination Scheduling Roster

Examination Site: _____ Examination Date: _____

Cut-off Date: _____ Examination Start Time: _____

Examination Coordinator: _____ Alternate EC: _____

Name	Phone # or email	Level (EMR or EMT)	Full Exam or Retest
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Examination Coordinator Signature: _____ Date: _____

Name	Phone # or email	Level (EMR or EMT)	Full Exam or Retest
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			
25.			



BLS Psychomotor Staff Roster

Patient Management—Trauma

Evaluator: _____

Room #: _____

BLS Assistant: _____

Simulated Patient: _____

Patient Management—Trauma

Evaluator: _____

Room #: _____

BLS Assistant: _____

Simulated Patient: _____

Patient Management—Medical

Evaluator: _____

Room #: _____

BLS Assistant: _____

Simulated Patient: _____

Patient Management—Medical

Evaluator: _____

Room #: _____

BLS Assistant: _____

Simulated Patient: _____