



State of Louisiana
Louisiana Department of Health
Office of Public Health
Bureau of EMS

Alternate Operations Plan for the Bureau of EMS

ADMINISTRATION

Should East Baton Rouge Parish become a “hot spot” for COVID-19, Bureau of EMS staff will be permitted to telework. This means that staff must be working and available via telephone, zoom and other electronic means during normal working hours. Should a staff member feel that it is in their best interest to telework, they should contact their supervisor immediately and this will be addressed individually.

Preparation for telework includes:

- Gathering of documents, reference materials, etc. so that work can continue at home
- Forwarding the office phone to your cell phone
- Bringing the state issued laptop home to continue working
- Informing employer of all relevant contact information

Employees will be required to answer emails, return phone calls, and perform all work functions just as they were performed while working in the Bureau of EMS office. Work performed while teleworking must be documented on the staff member’s Outlook calendar.

EDUCATION

The following Instructor Update workshops have been postponed.

- Monday, March 16, 2020
- Friday, March 20, 2020
- Friday, April 3, 2020

These workshops will be rescheduled for a later date and attendees will be notified of cancellation and rescheduling date.

All site visits and scholastic audits scheduled in the months of March and April have been cancelled.

LICENSING

As a result of the Governor’s Public Health Emergency Proclamation Number JBE 2020-27, and by the authority established in Revised Statute 40:1133-

1135 the Bureau of EMS will extend the expiration date and license renewal requirements of all EMS Practitioners scheduled to expire on March 31, 2020.

This extension will be concurrent with the National Registry of Emergency Medical Technicians Certification. The renewal deadline date has been moved from March 31, 2020 to June 30, 2020.

Distributive education limitations have also been removed for EMS Practitioners who were scheduled to expire on March 31, 2020.

In addition, the Bureau of EMS will recognize CPR cards for up to 60 days after the expiration date on the cards as the American Heart Association is also taking this action.

In summary:

- All National Registry of EMTs certifications and Louisiana licenses with an expiration date of March 31, 2020 will remain valid until June 30, 2020.
- The current National Registry of EMTs recertification and Louisiana license renewal deadline of March 31, 2020, has been extended to June 30, 2020.
- There will be no late fees for submission after March 31, 2020 but on or before June 30, 2020.
- The Distributive Education limits will be waived for the remainder of the National Registry recertification cycle for EMS Practitioners whose certification initially expired on March 31, 2020. (National Registry of EMTs is currently modifying their software to accommodate this exception. There may be a delay in the ability to input this information into their system.)
- The Bureau of EMS will recognize CPR cards that have been expired for up to 60 days until June 30, 2020. (i.e., the Bureau of EMS will recognize a CPR card with an expiration of 6/30/2020 until 8/31/2020.)

EXAMINATIONS

The psychomotor exams will continue as scheduled as this is a requirement to obtain national certification and Louisiana licensure. Candidates who cancel will have the opportunity to schedule for a later date without incurring additional charges.

All individuals attending a psychomotor exam will be required complete a health screening questionnaire and have their temperature taken prior to entering the Bureau of EMS.

AMBULANCE INSPECTIONS

Ambulance inspections scheduled in the months of March and April will be postponed to May and/or June. Regular maintenance, service, and updates should continue to all vehicles. This postponement will not affect the renewal of the EMS Provider license. The EMS Providers affected are: Acadian Ambulance, Acadian New Orleans, Air Med, West Feliciana Hospital, Louisiana State Penitentiary, Gonzales Fire Department, Elayn Hunt Correctional, East Baton Rouge Parish EMS, New Orleans EMS, East Jefferson Hospital EMS, Gretna PD EMS, Westwego EMS, A Med Ambulance, and Plaquemines Parish EMS.

Normal site visits are scheduled to resume in May.

A handwritten signature in cursive script that reads "Susan F. Bailey". The signature is written in black ink and is positioned above the printed name and title.

Susan F. Bailey, MSEM, NRP
Director, Bureau of EMS