1. **Introduction:** Paramedic students will be precepted by Alameda County EMS approved preceptors.

2. **Preceptor Responsibilities:** Field performance evaluation and training of paramedic students during their field internship

3. **Approval procedure:** Preceptor candidates must submit the following to the EMS Agency:
   
   3.1 An Alameda County preceptor application (may be obtained from the EMS Agency or downloaded off the EMS website).
   
   3.2 A copy of a current California paramedic license. Paramedic licensure and county accreditation must be in good standing with no documented incidents requiring remediation during the past calendar year.
   
   3.3 Verification (on the preceptor application) of two years total experience as a licensed paramedic and accreditation as a level 3 paramedic for at least one year in Alameda County.
   
   3.4 Successful completion of a Field Preceptor Training Workshop approved and periodically monitored by the Alameda County EMS Agency.
      
      3.4.1 Significant experience in teaching methodology may be substituted for the Field Preceptor Training Workshop, with Medical Director approval. Experience in teaching methodologies may include one of the following:
      
      - California State Fire Marshal Fire Instructor 1A and 1B, National Fire Academy "Fire Service Instructional Methodology" course or equivalent
      - Sixty (60) hours in "Techniques of Teaching" courses
      - Four (4) semester units of upper division credit in educational materials, methods and curriculum development or equivalent from a college or university
      - National Association of EMS Educators (NAEMSE) "EMS Instructor Course"
   
   3.5 A written recommendation from the provider agency attesting that the preceptor applicant’s licensure, accreditation, and work history (as in section 3.2) are in good standing.
   
   3.6 The EMS Medical Director must approve any exceptions to the above requirements.
   
   3.7 Candidates will receive this approval in writing within 30 days of submitting the required documentation as specified in this section. Approval is good for a period of two years.

4. **Program Oversight:** Alameda County EMS staff will monitor the preceptor program by periodic attendance at Field Preceptor Training Workshops, preceptor meetings, and ride-alongs with preceptors and their interns. Preceptor status may be revoked at any time based on a recommendation from the provider agency, base hospital liaison personnel, a training institute, or EMS Agency staff after proper due diligence has been completed.

5. **Maintaining Preceptor Approval:** Biennial approval of paramedic preceptors is required and can be met by:
   
   5.1 Continuous licensure/accreditation in good standing
   
   5.2 Accepting at least one paramedic intern or participating as a lead instructor in an EMS related educational endeavor every two years. Preceptors may not take more than four
interns in a two year period.

5.3 Attending all required meetings, updates, and training as determined by a “preceptor committee” comprised of preceptors, provider agencies, schools, and the EMS Agency.

5.4 The preceptor’s provider agency is responsible for maintaining preceptor records and for submitting renewal documentation to the EMS Agency. Renewal documentation will consist of a letter documenting that the preceptor has met all of the above renewal requirements (5.1 – 5.3). Provider agencies will likewise alert the EMS Agency if a preceptors’ status changes.

5.5 Provider agencies must submit a list or spreadsheet of approved preceptors to the EMS Agency upon request.

5.6 If preceptor approval lapses, the provider agency is responsible for ensuring that all requirements to maintain preceptor status are met before assigning an intern to that preceptor. Renewal documentation must be submitted to the EMS Agency as in section 5.4. Any exceptions to this section must be approved by the EMS Agency Medical Director.