



CENTRAL DUPAGE HOSPITAL  
EMERGENCY MEDICAL SERVICES SYSTEM  
POLICY & PROCEDURES

TITLE: EMERGENCY MEDICAL DISPATCHER (EMD) INSTRUCTOR

SECTION: EDUCATION / TRAINING

POLICY NUMBER: F-3

APPROVED BY: DR. STEVE GRAHAM EMS MEDICAL DIRECTOR

EFFECTIVE DATE: 01 AUGUST 2019

NUMBER OF PAGES: 1

**PURPOSE:**

To define the Central DuPage Hospital Emergency Medical Services (CDHEMSS) policy regarding EMD program oversight and to establish program standards.

**POLICY:**

1. All instructors of EMD programs under the oversight of CDHEMSS must meet the following criteria, in addition to the requirements of the program's employer:
  - a. Have and maintain an Illinois Lead Instructor License
  - b. Be in good standing in CDHEMSS
  - c. Have at least 5-years' experience in Emergency Medical Dispatching
  - d. Be at least an EMT-B
  
2. Instructors class pass rates will be monitored in accordance with the Illinois EMS Act sections 515.710. Should an instructor(s) have a class with a failure rate of:
  - a. 25-49%, said instructor(s) will meet with the CDHEMSS EMS Medical Director and or the EMS Coordinator to address the pass rates. IDPH will also be made aware of the rate and corrective action plan PRIOR to the start of the next applicable class.
  - b. 50% or greater. The instructor(s) will not be permitted to instruct another class under the CDHEMSS Medical Director pending a reevaluation by the employer liaison, EMS MD and EMS Coordinator. The stay on education shall have no bearing on other aspects of the Instructors profession outside the instruction department.

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