

**RESTRICTED DELIVERY CERTIFIED MAIL
RETURN RECEIPT REQUESTED**

Before the Iowa Department of Public Health

IN THE MATTER OF: Iowa Lakes Community College 3200 College Drive Emmetsburg, Iowa 50536-1098 Training Program: 3	Case Number: 13-05-23 NOTICE OF PROPOSED ACTION PROBATION
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Pursuant to the provisions of Iowa Code Sections 17A.18, 147A.7, and Iowa Administrative Code (I.A.C.) 641--131.8(2), the Iowa Department of Public Health is proposing to place the training program identified above on **probation** for two years from the effective date of this notice.

The department may place training program on probation when it finds that the training program has failed to meet the applicable provisions of Iowa Administrative Code 641—131 (*IAC 641—131.8(3)*), including:

The training program shall ensure that each practical examination evaluator and mock patient is familiar with the NREMT practical examination requirements and procedures. Practical examination evaluators shall attend a workshop sponsored by the department and have the evaluator endorsement.

IAC 641—131.5(4)i

Using an unqualified person as an instructor or evaluator.

IAC 641—131.8(2)k

The following incident resulted in this notice:

On March 19, 2012 and January 5, 2013, Iowa Lakes Community College utilized an individual as an evaluator for the NREMT practical certification exam that did not hold endorsement as an EMS-Evaluator. In addition, Iowa Lakes Community College did not provide training to this individual or ensure the individual's familiarity with NREMT practical exam requirements or procedures.

The probation shall be subject to the following terms and conditions:

- a. You shall comply with all provisions of IAC 641—131.
- b. In the event the training program violates or fails to comply with any of the terms or provisions of the probation, the department may initiate appropriate action to revoke or suspend authorization as an Iowa EMS Training Program or to impose appropriate discipline.
- c. The training program must provide a roster of all evaluators and mock patients to the department at least 14 days prior to conducting any NREMT practical certification exam at the EMR or EMT level. The list shall include the evaluator's or mock patient's name and emergency medical care provider certification number.
- d. The training program shall document training for each evaluator and mock patient to ensure familiarity with NREMT practical examinations prior to the examination being conducted. This documentation must be provided to the department at least 10 days after the examination.

- e. This notice shall be part of the permanent record of the bureau and shall be considered by the bureau in determining the nature and severity of any disciplinary action to be imposed in the event of future violations.

You have the right to request a hearing concerning this notice of disciplinary action. A request for a hearing must be submitted in writing to the Department by certified mail, return receipt requested, within twenty (20) days of receipt of this Notice of Proposed Action. The written request must be submitted to the Iowa Department of Public Health, Bureau of Emergency Medical Services, Lucas State Office Building, 321 E 12th St, Des Moines, Iowa 50319. If the request is made within the twenty (20) day time limit, the proposed action is suspended pending the outcome of the hearing. Prior to or at the hearing, the Department may rescind the notice upon satisfaction that the reason for the action has been or will be removed.



Rebecca Curtiss
Bureau Chief
Iowa Department of Public Health
Center for Disaster Operations and Response

8/22/13
Date