

2012 NCCEP DOCUMENT FAQ

Q: When can my EMS System implement the 2012 NCCEP Documents?

A: We are ready to begin reviewing submissions now for systems that will be adopting the protocols, policies and procedures in their original, unedited form. If you are proposing changes, we will be ready to review those very soon.

Q: What do I need to submit for approval of the 2012 NCCEP Documents if we are adopting them unchanged?

A: The 2012 NC EMS Protocol, Procedures and Policy Implementation Form. Simply check the appropriate boxes under each heading, compile a list of medications your system will be utilizing, obtain the appropriate signatures and send those items in to your Regional Office.

Q: Am I allowed to make changes to the protocols?

A: Yes you may make changes to the documents. For the protocols, there are purple shaded boxes that allow for editing. If making changes to those areas, please include all appropriate information such as medication, dose, route, etc.

Q: What if my system would like to make changes that are not included in the purple shaded areas?

A: To do that, you will need a copy of the individual protocol template for the protocol you want to change. The templates may only be released by Dr. Winslow upon a direct request from the local EMS Medical Director.

Q: So we have made some changes to the protocols as written. What do we need to submit for approval?

A: There are a number of things that need to be submitted. If you are changing up to 9 protocols, just submit a color paper copy and an electronic copy of the protocols you would like to change. If you are proposing changes to 10 or more protocols, you will need to submit the following:

1. A paper color copy and electronic copy of ALL protocols.
2. A summary sheet listing the changes that have been made to which protocols.
3. An endorsement letter signed by the local EMS Medical Director endorsing those changes.
4. A paper color copy and electronic copy of ALL Procedures.
 5. A system medications list signed by the local EMS Medical Director.
6. Optional – A justification page outlining reasoning for protocol alterations.

This is simply to expedite the review process and answer potential questions.

Q: Are there any special provisions surrounding the optional Airway: Rapid Sequence Intubation Protocol and Policy?

A: Yes. If you will be implementing the optional Airway: Rapid Sequence Intubation Protocol, you must adopt it unchanged except for the allowed changes in the purple shaded boxes. The Rapid Sequence Induction Policy must also be adopted unchanged and submitted with the local EMS Medical Director's original signature on the policy.

Q: We have a question about a change we would like to make. Where do we direct those questions?

A: Direct them to your Regional Specialist first. The Regional Specialist may be able to help you due to the volume of questions we are answering. If not, they will be glad to contact or put you in contact with Dr. Winslow.

Q: We would like to add a protocol, policy or procedure. What needs to be submitted?

A: Simply attach the protocol, policy or procedure with a color printed copy and electronic copy.

Q: How long will the approval process take and when can our system implement the protocols?

A: Once all documents and supporting paperwork is submitted, they will be forwarded to Dr. Winslow for review. The timeframe will depend on how many other systems are being reviewed and if any additional information is needed.

Q: How long will the process be if we are adopting the documents unchanged?

A: If you are not making changes to the documents, approval will be much shorter.

Q: Once we receive approval, can we implement the 2012 documents immediately?

A: Dr. Winslow recommends that you ensure staff has received sufficient training and education on the 2012 Protocols due to numerous changes. When the local EMS Medical Director feels comfortable that staff have been trained, you may implement fully.

Q: May we still request changes to the 2009 Protocols, while we are working to implement the 2012 Protocols?

A: Yes. We will not approve changes to the 2009 Protocols after December 1, 2012.

Q: Where do we send our documents for approval? Do they go directly to Dr. Winslow or to the Raleigh office?

A: All documents should be sent to your Regional Office. This is due to tracking and preparing the documents for Dr. Winslow so he can review them quickly.

Q: Do Specialty Care Transport Programs have to submit separate protocols?

A: Yes. But if they back up 911, then their protocols will be similar to the EMS System.

Q: What do the Specialty Care Air Programs submit?

A: They send the same as for ground SCTP but their equipment and medications will be different and they have to submit a NAMPS form along with their protocols.

Q: Will the Non Traditional Practice Settings have to submit new protocols?

A: Yes. Each setting will have to submit new protocols, policies and procedures and the medications that will be allowed at each setting.

Q: What protocols will the Non Traditional Practice Settings use?

A: The Non-Traditional Practice Settings comes under the same medical oversight as the regular EMS System; however, the system medical director may choose to limit the protocols, procedures, and medications used at this setting.

Q: When is the deadline for my EMS System to submit protocols for approval?

A: All documents (Protocols, Policies, Procedures as well as signatures from your EMS Medical Director) should be received in the appropriate regional office no later than July 15, 2013.