

	<p style="text-align: center;">SOUTHERN FOX VALLEY EMERGENCY MEDICAL SERVICES SYSTEM POLICY &amp; PROCEDURES</p>	
<p><b>TITLE:</b> CLINICAL ENTRY GUIDELINES</p>		
<p><b>SECTION:</b> EDUCATION AND LICENSURE</p>	<p><b>POLICY NUMBER:</b> C-28.0</p>	
<p><b>APPROVED BY:</b> DR. ARTHUR PROUST EMS MEDICAL DIRECTOR</p>		
<p><b>EFFECTIVE DATE:</b> 10/1/2005</p>		<p><b>PAGE NUMBER:</b> 1 OF 2</p>

**PURPOSE:**

Delnor Community Hospital is strongly committed to providing quality patient care and a safe and productive work environment for all employees and visitors. A drug screen is required to ensure that all prospective caregivers are able to perform their duties in a drug free workforce.

**POLICY:**

To do clinical time at a system hospital a provider will need to submit proof of:

- i. MMR, Varicella, and Mumps
- ii. Two Step TB with in the last 12 months
- iii. Hepatitis B series or signed waiver
- iv. Completed 10 panel drug screen
- v. Completed criminal background check with fingerprints
- iv. Annual Influenza vaccine at least two weeks prior to clinical but no more than 12 months. This must be done between the dates of September 1<sup>st</sup> and March 31<sup>st</sup>.

**Drug Screen procedure:**

Provider will provide a full disclosed copy of a drug screen that has been completed within the last thirty (30) days that meets or exceeds 10 panel drug screen that checks for Alcohol, ethyl; Amphetamines; Barbiturates; Benzodiazepines; Cocaine metabolite; Opiates; THC (marijuana) metabolites; Methadone and Propoxyphene.

A positive drug test result is defined test results at or above the base line levels.

Applicants who refuse the drug screen or those who test positive for evidence of illegal drug use will not be accepted into the paramedic program or allowed to do clinical time at any of the system hospitals.

**Criminal Background procedure:**

1. The provider will provide a full disclosed copy of a criminal back ground check that has been completed within the past ninety (90) days that meets or exceeds the same check that is done with Delnor Hospital.

OR

2. The provider will contact Southern Fox Valley EMS System office to complete the following:
  - a) Applicants will complete the Health Care Worker Background Check form
  - b) Enclose the current fee (cash, check or money order payable to Delnor Hospital)

- c) Send Items 1 & 2 to the EMS office attention Edwin and schedule and appointment to get the finger printing done.

The background check will be entered into an independent system for processing.

Any results will be reviewed on a case-by-case basis. It could take up to six (6) weeks to get the results.

**No Clinical time will be allowed for any reason until all the requirements have been met.**

All records will be kept on file at the Southern Fox Valley EMS System office in strict confidence.

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