

LEON COUNTY E.M.S.
Standard Operating Guideline

Title: Training & Orientation
Effective: June 1, 2005
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I. PURPOSE:

To provide guidelines for the training and orientation of EMS employees.

II. GUIDELINE:

- The IQM / Education Manager shall develop and implement an orientation program for new hire employees and is responsible for new hire orientation and training.
- All new hires will be required to participate in an orientation program prior to being released for duty.
- Areas of focus during orientation are LCEMS Policies and Procedures, HIPAA training, Safety training, and position specific training.
- At the Chief's discretion this training period can be waived and / or customized based on the new team members experience.
- This training and orientation is in addition to the orientation program for County employees.