

# Central Iowa EMS Directors

## Difficulty Airway Course Instructor Policy

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### A. Definition

**CIEMSD** – Central Iowa EMS Directors

**DAC** – The Difficult Airway Course: EMS

**Instructor** – An individual who has completed all requirements and has been approved faculty status with Central Iowa EMS Directors. This does not include individuals going through the approval process, including supervised instruction time.

**On-Duty** – An individual is being compensated for their time by a third-party, not Central Iowa EMS Directors. This does not include the use of vacation, personal leave, or other leave.

**Off-Duty** – An individual is not being compensated for their time by a third party. This includes the use of compensated leave time.

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### B. Purpose

The purpose of this policy shall be to establish a written program for the approval of instructors and to provide reimbursement for instructors.

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### C. Guidelines

- 1) Instructor Approval
    - a) All instructors shall complete the approval process
    - b) Instructors shall first attend DAC as a student
    - c) Instructors are required to renew their DAC course every 3 years.
      - i) Renewal is completed by attending the entire DAC course prior to expiration.
      - ii) Renewal is at no cost for the instructor.
    - d) Instructors shall then review the annual curriculum update
    - e) Instructors shall then be precepted by current approved instructors for a minimum of 1 hour of lecture and 1 hour of practical scenarios.
  - 2) On-Duty Instructors
    - a) On-duty instructors will not be compensated by CIEMSD
    - b) The agency for which the instructor is employed will be allowed 1 free seat for allowing the instructor to teach.
    - c) Active instruction must be for a minimum of 3 hours.
    - d) Complimentary seats are provided for the course in which the instructor teaches.
  - 3) Off-Duty Instructors
    - a) Off-duty instructors will be compensated by CIEMSD
    - b) Compensation is based on active instruction
    - c) Instructors will be paid per hour
      - i) \$40/hour for practical scenarios
      - ii) \$50/hour for lecture
    - d) Payment will be made in the form of a check
    - e) Payment will be issued within 30 days of course completion
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