



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Agreement with UCLA Center for Pre-Hospital Care, to Provide Professional Emergency Medical Services Nurse Educator to the Fire Department and the Verdugo Fire Communications Center.

1. Motion Authorizing to Execute a Professional Services Agreement with UCLA Center for Pre-Hospital Care

COUNCIL ACTION

Item Type: Consent Calendar

Approved for January 31, 2023 **calendar**

EXECUTIVE SUMMARY

After contracting with UCLA for more than ten years to provide nurse educator services, two years ago the Fire Department separated from UCLA and attempted to hire a full-time internal nurse for these services. Multiple recruitment efforts yielded very few qualified applicants, and the Department has been struggling to operate without this critical role for most of the last two years due to the position's vacancy. Considering the difficulty with internal recruitment, and because the Department recognizes the invaluable service, support, and knowledge that UCLA provides in this field, we intend to again benefit from this partnership with a new multi-year contract that would provide services to both the Fire Department and to the Verdugo Fire Communications Center (VFCC).

COUNCIL PRIORITIES

N/A

RECOMMENDATION

That the City Council approve the resolution authorizing the City Manager to execute a Professional Services Agreement (PSA) with UCLA Center for Prehospital Care (UCLA) for the position of Nurse Educator.

BACKGROUND

Nurse educator services are mandated for fire departments that provide paramedic Advanced Life Support (ALS) services. Los Angeles County Department of Health Services (DHS) regulations requires that employees providing ALS paramedic services are provided with appropriate training and monitoring of their clinical performance. Quality control of the medical care provided by paramedics and documentation of that care must also be carefully monitored, and it is the responsibility of the nurse educator is to provide these services. More specifically, the nurse educator is responsible for:

The development of Emergency Medical Services (EMS) training and skills maintenance. This includes ongoing coordination of training, monitoring paramedic and Emergency Medical Technician (EMT) performance, recommending changes to training and ensuring all training meets state and local requirements.

- Continuing education. The nurse educator provides training, verifies and tracks continuing medical education activities, selects and produces education materials, and evaluates individual paramedics under field conditions to ensure appropriate training is selected and delivered.
- Preceptor training and coordination. Preceptors are field paramedics who monitor and supervise the field internship of new paramedics. This involves managing personnel assignments to properly match students with preceptors, training preceptors, and monitoring the program to ensure internship training is of a high standard.
- Quality Improvement (QI) and Quality Assurance (QA) of field activities. The nurse educator is responsible for the design and implementation of the QI/QA program. This includes design and implementation of studies to evaluate clinical and operational performance, design of field coaching and evaluation processes, and the development of a Los Angeles County Electronic Patient Care Record (ePCR) report review and tracking process to ensure accurate, thorough, and appropriate field care documentation. The nurse educator must be a registered nurse with emergency care specialization and have received course work in fire service instruction or other education related courses at the college level.

ANALYSIS

To be effective, the Nurse Educator must also be knowledgeable about fire department operations such as fire suppression, incident command structure, and pre-hospital

emergency medical care. UCLA provides Nurse Educators for many fire departments within Los Angeles County. They have a reputation of providing professionals who are meticulous with the necessary skills related to the position of nurse educator. The nurse educator who will be contracted to the Glendale Fire Department (GFD) will be supported by, and work under the umbrella of competent physicians and professors of emergency medicine. In addition to providing a nurse educator, a contract with UCLA will give us access to guest lecturers and trainers to give specialized medical instruction to our paramedics at no additional cost. Additionally, UCLA has a staff of nurse educators available should our assigned nurse be unavailable for any reason, or in the event we would prefer a different nurse than who they initially provide. These Nurse Educators have an in-depth knowledge of the current ePCR software system that the GFD currently uses. The Glendale Fire Department originally contracted with UCLA for nurse educator services in 2013. Prior to UCLA the Fire Department utilized the nurse educator services provided by Glendale Adventist Medical Center, but in 2012 Glendale Adventist informed us they would no longer be providing these services. Beginning in January of 2013, GFD staff conducted a thorough search for a nurse educator. This search included local hospitals, local fire departments and area universities. After much consideration we decided UCLA offered the best options. This Nurse Educator has provided the Fire Department many services throughout the years. The educator identifies training needs, coordinates Continuing Education (CE) with the Department's paramedic and EMT Coordinators to select and develop education programs as needed for these programs. Also, the Nurse Educator provides ongoing training to meet the Los Angeles County Department of Health Services for delivering care utilizing established Medical Treatment Protocols. We are fortunate that the UCLA Center for Pre-Hospital Care is willing to take on this major role for our agency and feel the services they are able to provide are of higher quality than anything we can provide on our own.

STAKEHOLDERS/OUTREACH

Having a professional Nurse Educator service will provide a better public safety service to the Glendale and Area C communities.

FISCAL IMPACT

The contract between the GFD and VFCC with UCLA carries an annual cost of \$164,160 for the PSA for the position of nurse educator. The cost would be \$131,040 for the GFD and \$33,120 for VFCC. Each subsequent year may increase based on the consumer price index (CPI) for the Greater Los Angeles Area, not to exceed 5% per year, with the duration of the agreement of five years. The department and VFCC can absorb the costs associated with FY 22-23 and therefore no new appropriation is being requested at this time. The funding is outlined below:

Existing Appropriation		
Amount	From (Account String)	Funding Source
\$131,040	GL: 43110-1010-GFD-4001-P0000	General Fund
\$33,120	GL: 43110-5800-GFD-4005-P0000	Fire Communications Fund

For future years, the contracted budget amount will be appropriated as a part of the annual budget process.

ENVIRONMENTAL REVIEW (CEQA/NEPA)

N/A

CAMPAIGN DISCLOSURE

This item is exempt from campaign disclosure requirements.

ALTERNATIVES

Alternative 1: Approve the Professional Services Agreement proposal as set forth in this council report.

Alternative 2: The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Prepared by:

Todd Tucker, Fire Battalion Chief

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

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