



COMMISSION ON ACCREDITATION FOR PRE-HOSPITAL CONTINUING EDUCATION
12300 Ford Rd., Ste 350, Dallas, TX 75234, 972.247.4442

June 22, 2017

Via Email: andrew@primemedicaltraining.com
& U.S. Mail

Andrew Randazzo
Prime Medical Training
11020 Kingston Pike, Suite 340
Knoxville, TN 37934

Dear Andrew,

CAPCE is pleased to inform you that Prime Medical Training has been awarded approval as a CAPCE accredited organization through **June 22, 2020**. Your provider number is **PRIME112**. Use your provider number to identify your organization on course completion reports, on course completion certificates, and other correspondence with CAPCE employees.

For assigning numbers to the activities accredited by your organization, use the following format:

- Year the activity received its initial accreditation or its last comprehensive review (**2 digits**);
- Alpha abbreviation for organization, **PRIME**;
- Course format (F1 indicates a live one-time event activity; and F2 indicates a live multiple event activity indicates); F3 a Distributed Learning or online activity; and if applicable, F5 a VILT activity;
- A **four digit** number for your internal tracking purposes.

For example, the number for an activity initially approved or receiving a comprehensive review in 2017 and that is a distributed learning activity would be **17-PRIME-F3-1234**. You must review and update each course *at least* every three years. When that review is complete, the course must be re-entered into the CAPCE database with the updated activity number, which would begin with the first two digits reflecting the most recent year in which the course was reviewed. When you log into the *Providers Only* area, you will find a downloadable *Provider Manual Supplement* which gives complete instructions for entering courses in the CAPCE Accreditation Management System (AMS) in the Course Management Tools box at the bottom of the screen.

Please check www.capce.org for the most recent *Standards and Requirements for Organizational Accreditation* and <http://capce.org/faqAnswers.aspx?RecID=56> for a downloadable version of the Accreditation Management System (AMS) manual. Let me know if you have any questions about these documents. You should also download the CAPCE Accreditation Manual, if you already have not done so at www.capce.org, located on the homepage.

We are proud to have Prime Medical Training as a CAPCE accredited organization. We welcome your comments and suggestions for making our processes work better and for making EMS continuing education a positive force in improving patient care and in developing EMS as a profession.

Sincerely,

Jay M. Scott
Executive Director/mrm

COMMISSION ON ACCREDITATION FOR THE PRE-HOSPITAL CONTINUING EDUCATION
Certificate of Organizational Accreditation

Prime Medical Training

*is hereby recognized as having met all requirements for awarding
CAPCE accreditation for EMS continuing education activities.*

Accreditation period: June 22, 2017 – June 22, 2020



CAPCE

Juan March MD, Chair


Jay M. Scott, Executive Director

