

Form: TR-16A

This form should be reviewed with the student during the admission/enrollment/onboarding process. Signed copies should be maintained in the student's official education record.

To successfully complete a Virginia approved EMS Education Program and be eligible for certification testing, students must fulfill the following requirements:

Coursework:

- Complete and submit an electronic course enrollment with the Virginia Office of EMS (OEMS) within 5 days of the start date of the course as announced to the OEMS
- Complete required First Class Paperwork as defined by the program.
- Attend a minimum of 85% of all classroom/lab sessions. If attendance drops below this level, the student will be dismissed from the program.
- Complete all required formative and summative psychomotor skills as defined by the program.
- Complete all pre-clinical [clinical/field] requirements as defined by the program in order to be qualified to move to the clinical/field aspect of the program. (e.g. vaccination records, obtaining missing vaccinations, clinical/field orientations, HIPAA training, infectious disease training, etc.)

Clinical/Field Requirements:

- Complete all required patient contacts [clinical/field] as required as defined by the program in which you enrolled
- Demonstrate proficiency in the performance of all practical aspects of the program. (Also includes activities reviewed in the "ALS Functional Position Description" for the appropriate level.)
- Successful completion of all of the above as evidenced by Program Director approval to register and sit for the National Registry cognitive examination.

Other Requirements:

- Maintain professional conduct in accordance with the program's rules/policies
- Ensure all program fees/tuition are paid in full
- Hold a current CPR certification at the end of the program

Certification of Understanding

By signing below, I acknowledge that I have read and understand the successful completion requirements for this EMS program. I commit to fulfilling all outlined coursework, clinical, field, and other mandatory components.

Signature: _____

Print Name: _____

Date: _____