



INFORMATION & REGISTRATION
For
Emergency Medical Responder (ASHI - EMR)
AT
PRINCETON RESCUE SQUAD
EDUCATION & TRAINING CENTER



(ASHI-EMR) EMERGENCY MEDICAL RESPONDER PROGRAM (48 clock hours)

PRINCETON RESCUE SQUAD, INC
701 STAFFORD DRIVE
PRINCETON, WV 24740
304-425-3914

We at Princeton Rescue Squad are pleased that you have chosen to begin your Emergency Medical Service education with us. The mission of Princeton Rescue Squad's Education department is to effectively and professionally provide quality educational experiences for students to meet the needs of the communities we serve. To fulfill our mission, the administration, faculty, and staff are committed to and focused on fostering the educational endeavors of our students through adherence to our core values in our daily work: Integrity Compassion, Accountability, Respect, Empathy.

As a student progresses through the curriculum they will learn the critical knowledge and skill competencies necessary to work as a certified EMT. Our Program follows the standards set forth by the U.S. Department of Transportation (US DOT), and the West Virginia Office of Emergency Medical Service (WVOEMS). Upon successful completion of the EMT Educational Program the student will be eligible to take the National Registry and/or West Virginia State EMT Certification Exams. This certification is also useful for military service, paid or volunteer fire departments, hospitals, security agencies, and many other career opportunities.

Administration & Operations:

Chief Executive Officer: Stacey Hicks

Chief Operational Officer: Randall Brown, WVEMTP, NRP

Education Department:

Director: Paula Johnson, M.Ed., NCEE, NRP

The Goal of the ASHI-EMR Responder:

“As a result of the National EMS Scope of Practice Model and the implementation of the National EMS Education Standards, first responders working within the EMS system are known as Emergency Medical Responders. However, the gap between basic first aid training and the training of EMS professionals that was recognized more than 30 years ago remains. There is still a need for an advanced course for the original “First responder” target audience – non-EMS providers who, in the course of performing other duties, are likely (or expected) to respond to emergencies. These individuals include law enforcement officers, fire fighters, and other public



and private safety and service personnel [ie: teachers, public venue operators, and anyone generally interested in helping others during a crisis] and remain an integral part of the overall EMS system. They are a part of a network of resources – people, communications, and equipment – prepared to provide emergency care to victims of sudden illness or injury. On the other hand, these individuals are not, and in most cases do not wish to be, state-licensed and credentialed EMS professionals. The original intent – filling the knowledge and skill gap between basic first aid training and EMS – is the intent of ASHI’s Emergency Medical Response program. Additionally, because this program uses the same textbooks and related instructional tools as those used to train entry-level EMS providers, it serves to encourage a continuum in care for the ill or injured person as he or she is transitioned from care provided by the first responder to care provided by the EMS professional .”

-American Safety and Health Institute

Program Outcomes:

Upon successful completion of the ASHI-EMR Education Program, the student should be able to:

1. Describe the roles of EMS in the health care system.
2. Demonstrate the professional attributes expected of EMR’s
3. Perform the roles and responsibilities of an EMR with regard to personal safety and wellness, as well as the safety of others.
4. Perform the duties of an EMR with regard for medical, legal and ethical issues, including functioning under medical direction and within the scope of practice.
5. Apply principles of anatomy, physiology, pathophysiology, life-span development, and therapeutic communications to the assessment and management of patients.
6. Identify the need for and perform immediately life-saving interventions to manage a patient’s airway, breathing, and circulation.
7. Assess and manage patients of all ages with a variety of complaints, medical conditions and traumatic injuries.
8. Apply principles of emergency medical services operations, including considerations in ambulance and air medical transportation, multiple casualty incidents, gaining access to and extricating patients, hazardous materials incidents, and responding to situations involving weapons of mass destruction.

Requirements:

Applicants wishing to register for the ASHI-EMR Education Program:

1. Must have a High School Diploma or a GED certificate.
2. Need to submit a photo ID with registration form. (Driver’s License)



Important Dates & Times

- **Classes Begin:** February 6th, 2019 (**ORIENTATION: 1/30/2019 at 5pm**)
- **Class Days & Times**
 - Wednesdays 5:00pm – 9:00pm
- **Classes End:** April 24th, 2019
- **Class Length:** ~12 weeks
- **Course Payment Plan Deadlines**
 - 1st Payment Deadline – February 6th, 2019 (\$100.00)
 - 2nd Payment Deadline – March 6th, 2019 (\$100.00)
 - 3rd Payment Deadline – April 3rd, 2019 (\$100.00)
- **Accepted Methods of Payment**
 - Cash, Check, Money Order, or Credit Card

ASHI-EMR Program Costs:

Paid Directly to Princeton Rescue Squad for Program Participation: \$300.00

- The \$300.00 dollars covers the cost of the following:

○ Student tuition	\$216.08	
○ Application Fee	\$10.00	(Non-Refundable Fee)
○ Textbook	\$56.95	(Non-Refundable Fee)
○ CPR Card	\$5.81	(Non-Refundable Fee)
○ Bloodborne Path. Card	\$5.81	(Non-Refundable Fee)
○ EMR Certification Card	\$5.35	(Non-Refundable Fee)

Student Withdrawal:

Students may withdraw from the course at any time. Any student that misses more than two (2) consecutive class sessions without contacting the course instructor will be considered to have withdrawn from the course.

Grounds for Dismissal:

A student may be dismissed from the program for the following reasons:

- Receiving a “D” or “F” as a cumulative grade for a course.
- **Absenteeism greater than 1 unexcused class.**
- Insubordination



- The conviction and/or known use of, distribution of, or possession of illegal drugs, or controlled substances.
- Failure to accomplish cognitive and psychomotor objectives
- Unprofessional or unethical conduct

Cancellation and Refund Policies:

Payment of course fees, either the instalment or full payment, is due by the start date/time of the program. Any student that does not show up on the first day of class, or chooses to cancel their enrollment agreement prior to the start date/time of the class will be treated as a cancellation and a full refund will be issued to the student within 45 calendar days of the first scheduled day of class or the date of cancellation, whichever comes first. Also, a full refund will be issued if an applicant is rejected prior to the start date/time of the course, or the program is cancelled by the Squad. A student is classified as a “withdrawal” if he/she attends at least one class, but does not complete the program. Any student that withdrawals or is dismissed and has completed less than 70% of the period of attendance for which the student is charged will be issued a pro-rated refund based on the last date of attendance and paid within 45 calendar days from the documented date of determination. *(The Date of Determination is the date the student notifies the institution of withdrawal or the date the institution dismisses the student.)* The refund will be less the application fee and textbook fee not to exceed \$200.00. If the student has completed 70% or more of the period of attendance for which the student is charged, the tuition is considered fully earned and the student will receive no refund.

Employment Guarantee Disclaimer:

Princeton Rescue Squad provides job referral services for students. Princeton Rescue Squad is unable to research the integrity of the employers and as such, makes no representations, recommendations, or guarantees regarding the accuracy or reliability, or otherwise, of any employer, posted job listing, or employment data provided. Additionally, while Princeton Rescue does hire some graduates, this program of study or registration handbook is in no way to be interpreted or construed as a contract of employment or guarantees of continued employment for any specific period of time. No verbal communication or written document will provide such a contract, assurance, or guarantee unless specified in writing and signed by a company official who is authorized to enter into such agreement.

FUNCTIONAL JOB ANALYSIS: Emergency Medical Responder

Technical Standards and Essential Functions:

The ASHI-EMR Program at Princeton Rescue Squad’s Education Department has established technical standards and essential functions to ensure that students have the abilities required to participate and



potentially be successful in all aspects of the program. Students are required to meet the technical standards and essential functions for the program as indicated below. If an applicant is unable to meet all of the outlined standards, he/she may withdraw from the program.

Introduction:

Section 504 of the Rehabilitation Act of 1973 [29 U.S. Section 794] prohibits Princeton Rescue Squad’s Education Department from denying benefits to an “otherwise qualified” handicapped person solely because of his or her documented handicap. No qualified handicapped person shall be excluded from participation, admission, matriculation, or denied benefits or subjected to discrimination solely by reason of his or her handicap. However, a handicapped person can be required to meet the institutions “academic and technical standards.” The Princeton Rescue Squad’s Education Department admissions process will not discriminate against qualified handicapped individuals but will expect ASHI-EMR candidates and students to meet minimum academic and technical standards.

Technical Standards and Essential Functions:

- May function alone or as a member of a multi-member team.*
- Depending on the circumstances or overseeing employer:*
- Upon arrival at the scene,, determines scene safety including the presence of hazardous materials, mechanism of injury or illness, and determines total number of patients.*
- In the absence of public safety personnel, takes safety precautions to protect the injured and those assisting in the care of the patient(s).*
- Using body substance isolation techniques protects the patient(s) and providers from possible contamination.*
- Determines nature and extent of illness or injury, checks respiration, takes pulses, blood pressure by auscultation and palpation, (including proper placement of the cuff), visually observes changes in skin color, establishes priority for emergency care. Based on assessment findings, renders emergency care.*
- Skills performed include but are not limited to: establishing and maintaining an airway, ventilating patients, cardiac resuscitation, use of automated external defibrillators where applicable, controlling hemorrhage, bandaging wound s and splinting of painful swollen or deformed extremities. Responsible for the administration of oxygen. Reassures patients and bystanders by working in a confident, efficient manner.*
- Functions in varied environmental conditions such as lighted or darkened work areas, extreme heat, cold and moisture. Performs in situations that create stress and tension.*
- Communicates verbally for additional help as needed*
- Assists in lifting, carrying and transporting patient to an ambulance.*
- Reports verbally and in writing, observations and emergency care given to the patient at the scene. Upon requests, provides assistance to the receiving facility staff.*
- Disposes of contaminated supplies in accordance with established guidelines.*
- Attends continuing education and refresher training programs as required by agency, and/or certifying agency.*



LAST NAME

FIRST NAME

MIDDLE INITIAL

Mailing Address:

Phone Number:

City, State, Zip Code

Email Address:

Social Security Number:

Date of Birth:

COPY OF DRIVER'S LICENSE or PHOTO REQUIRED with APPLICATION

DO YOU CURRENTLY REQUIRE ANY DISABILITY (ADA) ASSISTANCE? [] YES [] NO

IF YES, PLEASE EXPLAIN, AND BRING PHYSICIAN STATEMENT

PLEASE SIGN THE BACK OF THIS FORM AS INDICATED

Enrollment Agreement page 7 of 8



I verify and attest that I have received, read, and understand the content found within this registration and application booklet (*Pages 1 through 8*) regarding, but not limited to: tuition, fees, external fees, cancellation and refund policies. Furthermore, I acknowledge that I have entered into a legal and binding contract for education with Princeton Rescue Squad once this application has been signed by both parties.

SIGNATURE

PRINT NAME

DATE

I certify that all information given in this registration form is true and valid to the best of my knowledge. I understand that any information that has been falsified or labeled as misleading, can lead to expulsion from the program. All disability information must be given to Education Director at a 30 day minimum before conclusion of class and testing to allow time for accommodations. I also to agree to abide by the rules and regulations of the host educator, Princeton Rescue Squad, Inc, when partaking in ASHI-EMR program events and on company property

SIGNATURE

PRINT NAME

DATE

Date: Received:
Agency Representative Signature

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