



REMSA Education & Training Center

Paramedic Education Program

Prospective Student Information and Application Packet

REMSA Education Center
450 Edison Way
Reno, Nevada 89502
(775) 858-5700 Office
(775) 858-5735 Fax
www.remsaeducation.com



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Paramedic Education Program

Dear Prospective Student:

Thank you for your interest in the REMSA Paramedic Program.

We are dedicated to providing students a complete program beginning with 602 hours of intense classroom education taught by experienced providers in the field of paramedicine. Next, students will begin their clinical rotations at various healthcare facilities around the area including the trauma center, emergency departments, ICU's, CCU's, urgent cares, operating rooms, and pediatric facilities. Finally, all REMSA paramedic students are placed with an experienced paramedic in the field for 480 hours of hands on learning.

We are dedicated to the success of our students from beginning to end and maintain stringent academic standards to ensure our students are prepared to begin their careers with the knowledge and confidence needed to be effective practitioners in the field of paramedicine.

Enclosed you will find a list of prerequisites, an application checklist, detailed application and supplemental application as well as recommendation forms. Please review the application and the requirements carefully. Requesting/obtaining transcripts from past schooling takes time, so please start this process ASAP. Incomplete applications may be returned and cause a delay in processing.

All applications should be completed and delivered to REMSA Education by the date indicated online and provided during the Paramedic Program entrance testing.

If questions arise please feel free to contact us at 775-858-5700. Thank you for your interest in our program.

Best wishes,

Cindy Green, NRP, CCEMT-P
Education Manager/Paramedic Program Director
REMSA Center for Prehospital Education

Rob Harper, NRP, CCEMT-P
Education Coordinator
REMSA Center for Prehospital Education

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Paramedic Education Program Prerequisites

Steps to applying for the REMSA Paramedic Education Program

- Attend a paramedic program entrance exam session and complete the entrance exam
- Obtain the application packet
- Gather all necessary documents needed to complete the application packet
- Send out requests for transcripts and recommendation (one employer, one personal) letters
- Attend an oral interview board if selected based on exam scores

Paramedic Program Application Checklist

All of the following items must be included with your application packet for consideration

- A complete and signed REMSA paramedic education program student application and acknowledgement form
- Completed supplemental application including the personal statement
- Copy of a current AEMT certification (must obtain Nevada reciprocity by the first day of class)
- Copy of valid driver's license or state issued ID card
- Copy of high school diploma or equivalent
- Copy of college diploma and official transcripts (if applicable)
- Recommendation from personal, professional or educational references
- Recommendation from current employer

All program recommendation forms and college transcripts should be sent directly from the writer or school to the paramedic education program and must be received prior to the application deadline. The address to send paperwork: 450 Edison Way, Reno, NV. 89502 Attn: Paramedic Program Coordinator

Things You Will Need Once Selected

All of the following items must be submitted once you are selected for the program and are due by the first day

- Proof of Hepatitis-B vaccination or signed waiver provided by program
- Proof of MMR immunization or titer
- Proof of personal health insurance (copy of card)
- Proof of Varicella (chicken pox) immunization or titer
- Proof of Tetanus immunization within last ten years or titer
- Signed note from physician stating you can participate in the clinical portion of the program without limitation
- Nevada AEMT Certification – National Registry is not acceptable at this point.

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Paramedic Program Acceptance Process

The steps to reviewing, scoring, and accepting a candidate into the program

1. Register and participate in a Paramedic Program entrance exam
 - a. Online written exam will include
 - i. Anatomy and Physiology
 - ii. General Math
 - iii. Reading Comprehension
 - iv. EMT Knowledge, Application, and Problem Solving
2. Obtain, complete and submit a written application
 - a. All sections are required
 - b. Applications will be scored based on completeness and content
 - c. Request two letters of recommendation to be sent directly to REMSA
 - d. Review the functional job analysis to determine if you meet the requirements of the class and the job
 - e. Gather and submit all additional required documentation including vaccine records, transcripts, etc
3. Schedule and attend a panel interview if selected based on test scores
 - a. Expect to be interviewed by a panel of four to six interviewers
 - b. Arrive early
 - c. Expect to stay for approximately 45 minutes
 - d. Bring a resume or any other documents you feel would be helpful to share

You will be scored on each of the requirements outlined above. You are choosing to enter a career that demands attention to detail and requires you to present yourself as a leader. You will be graded throughout the process and will be selected based on a combined score of all application requirements.

Entrance Exam

FISDAP Entrance Exam	35%
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Application

Presentation/Completeness	15%
Letter of Recommendation	15%

Interview

Combined Panel Score	25%
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Experience

EMS Experience	10%
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Candidates will be notified by email by the date presented at the entrance exam. Candidates should refrain from calling until after this date has passed. Combining all scores and reviewing all exams and documentation takes time and we will work hard to ensure we notify you by the established date. If you have any questions, please do not hesitate to call.

If you receive notice that you were not selected we encourage you to contact us and areas of weakness for improvement should you choose to reapply. We are more than happy to schedule a meeting with you to help you understand what led to our decision and what you can do next time to improve your chances of success.



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Student Paramedic Program Application

INSTRUCTIONS: Read and answer each question. Do not leave any section blank. Please type or print clearly.

PERSONAL INFORMATION

Name: _____		Social Security Number: _____	
Address: _____			
City: _____		State: _____	Zip Code: _____
Home Telephone: _____		Cell Telephone: _____	
Email Address: _____			
Emergency Contact: _____		Relationship: _____	
Telephone Number: _____		Address: _____	

EDUCATION INFORMATION

This section must be completed even if supplemented by a resume. List all schools attended. Attach additional pages if more space is needed. **Transcripts from schools attended and copies of all diplomas and/or certificates must be included with the application.**

Schools Attended	Dates Attended (month/year)	Status	Certs/Diplomas/Degrees
High School: _____ Street: _____ City: _____ State: _____ Phone: _____	From: _____ To: _____	Years/Units Completed: _____ Presently Enrolled: <input type="checkbox"/> Y <input type="checkbox"/> N Date Graduated: _____ Approximate GPR: _____	Major: _____ Degree/Cert/Diploma <input type="checkbox"/> Yes <input type="checkbox"/> No
AEMT School: _____ Street: _____ City: _____ State: _____ Phone: _____	From: _____ To: _____	Date Completed: _____ Cert Number: _____ Expiration Date: _____ Issued by: _____	N/A
College: _____ Street: _____ City: _____ State: _____ Phone: _____	From: _____ To: _____	Years/Units Completed: _____ Presently Enrolled: <input type="checkbox"/> Y <input type="checkbox"/> N Date Graduated: _____ Approximate GPR: _____	Major: _____ Degree/Cert/Diploma <input type="checkbox"/> Yes <input type="checkbox"/> No
College: _____ Street: _____ City: _____ State: _____ Phone: _____	From: _____ To: _____	Years/Units Completed: _____ Presently Enrolled: <input type="checkbox"/> Y <input type="checkbox"/> N Date Graduated: _____ Approximate GPR: _____	Major: _____ Degree/Cert/Diploma <input type="checkbox"/> Yes <input type="checkbox"/> No

Student Paramedic Program Application (page 2)

PERSONAL INFORMATION

This section must be completed even if supplemented by a resume. List most recent employer first. Include all employment, military service, and volunteer service since completing high school.

Employer	Dates (month/year)	Your Position	Reason for Leaving
Company: _____ Supervisor: _____ Street: _____ City: _____ State: _____ Phone: _____	From: _____ To: _____	Title: _____ Duties: _____ _____ _____ Approx Hrs. / Week: _____	
Company: _____ Supervisor: _____ Street: _____ City: _____ State: _____ Phone: _____	From: _____ To: _____	Title: _____ Duties: _____ _____ _____ Approx Hrs. / Week: _____	
Company: _____ Supervisor: _____ Street: _____ City: _____ State: _____ Phone: _____	From: _____ To: _____	Title: _____ Duties: _____ _____ _____ Approx Hrs. / Week: _____	
Company: _____ Supervisor: _____ Street: _____ City: _____ State: _____ Phone: _____	From: _____ To: _____	Title: _____ Duties: _____ _____ _____ Approx Hrs. / Week: _____	

GENERAL INFORMATION - REQUIRED

Have you ever been employed under another name? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the name(s) and specify the employer(s):
If you are presently employed, may we contact your employer for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain:
Have you ever been discharged from a job? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:
Can you furnish proof that you are either a US citizen or otherwise legally permitted to work in the US? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain:
Have you ever previously applied to this program? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when?:

Student Paramedic Program Application (page 3)

VETERAN'S INFORMATION

This section needs to be completed by students whom have served in any branch of the military in the past or currently. If you are a veteran, you must complete this section even if you do not intend to apply for veteran assistance through the Veteran's Administration. All veterans are required to request their transcripts from the branch of service they served or are serving in. Those transcripts must accompany this application to be considered as part of the application process.

What branch of the US military have you served in: _____ Have you been discharged? <input type="checkbox"/> Yes <input type="checkbox"/> No
Have you requested transcripts from your military service detailing your military education? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please visit the appropriate website below and request your transcripts to be submitted to REMSA with this packet. <ul style="list-style-type: none"><input type="radio"/> AIR FORCE http://www.au.af.mil/au/caaf/<input type="radio"/> ARMY http://aarts.army.mil/<input type="radio"/> COAST GUARD http://www.uscg.mil/hq/cgi/<input type="radio"/> MARINES/NAVY https://www.navycollege.navy.mil/transcript.html
Will you apply for Veteran's Assistance benefits to attend the REMSA Paramedic Education Program: <input type="checkbox"/> Yes <input type="checkbox"/> No

PROGRAM DEMOGRAPHICS

Please complete the following information to help the REMSA Paramedic Education Program evaluate its marketing and communication effectiveness. This information is used for research purposes only and will not be used in the selection process.

How did you find out about this program? Please indicate the name of your source: <input type="checkbox"/> Previous REMSA Student. Course and Date: _____ <input type="checkbox"/> Current REMSA Student <input type="checkbox"/> Course Flyer. Location Posted: _____ <input type="checkbox"/> REMSA Website <input type="checkbox"/> Other Website. Address: _____
State of Residence: <input type="checkbox"/> Nevada <input type="checkbox"/> California <input type="checkbox"/> Other: _____

- I hereby certify that all statements made on or in connection with this application are true to the best of my knowledge and belief. I understand and agree that any false statement or omission of material fact may disqualify me from consideration for acceptance to the REMSA Paramedic Education program. Additionally, I authorize the program to verify the statements made on or in connection with this application.
- I also certify that I have received a copy of the application packet that contains rules, regulations, course completion requirements, and costs for the Paramedic Education program.
- It is the responsibility of the applicant to ensure all required documents have been submitted with this application. Failure to submit all required documentation including transcripts will result in the candidate not being considered for the program.

Applicant's Signature

Date

FOR OFFICIAL USE ONLY

Application Received: _____	Reviewed By: _____
Application Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No	
If no, what is missing: _____	



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Student Paramedic Program Supplemental Application

Please type or print clearly

1. On a separate sheet of paper, please compose and submit a personal statement on why you want to become a paramedic and how you have prepared yourself for this course of study. Limit your statement to 500 words.
2. Please use the space provided below to answer, in your own words, the following question. Use additional paper if needed.
How do professionalism and paramedicine relate?

3. Please answer the following questions for a brief overview of your EMS work experience.
 - Total length of service in EMS or other healthcare related experience as of the date of application (please mark the appropriate length of time):
 - 6 months
 - 7 months to 1 year
 - 1 year to 18 months
 - 18 months to 2 years
 - 2 years +

Type of employer(s) (please mark all that apply):

Employer Type	Length of Employment	Employer Type	Length of Employment
<input type="checkbox"/> Volunteer Ambulance	Years: Months:	FIRE DEPARTMENT SERVICE	
<input type="checkbox"/> Emergency Department	Years: Months:	<input type="checkbox"/> Explorer	Years: Months:
<input type="checkbox"/> Lifeguard	Years: Months:	<input type="checkbox"/> Auxiliary/Reserve	Years: Months:
<input type="checkbox"/> Private Ambulance	Years: Months:	<input type="checkbox"/> Career	Years: Months:
<input type="checkbox"/> Professional Ski Patrol	Years: Months:	<input type="checkbox"/> Paid Call	Years: Months:
<input type="checkbox"/> Other _____	Years: Months:		

4. Overall percentage of ALS calls and BLS calls: _____ % of ALS Calls _____ % of BLS Calls
5. Approximate number of total patient contacts per shift: _____
6. Number of shifts worker per month: _____
7. Did you work with a paramedic partner: _____
8. Approximate number of total patient contacts per shift: _____
9. Number of shifts worker per month: _____
10. Did you work with a paramedic partner: Yes No



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Paramedic Program Physician Certification

Complete after acceptance into the program

Instructions to applicant: Please complete the information below:

Last Name: _____ First Name: _____ Middle Initial: _____

Email Address: _____

Mailing Address: _____

Signature: _____ Date: _____

Physician Name: _____ Phone Number: _____

Instructions to physician: The above patient is attempting to enroll in the REMSA Paramedic Education program. This program requires the student be able to meet the minimum physical conditions listed below. Please review these student expectations and sign the form acknowledging that your medical evaluation concludes the patient meets the minimum requirements listed.

1. Aptitudes required for work of this nature are good physical stamina, endurance, and body condition that would not be adversely affected by frequently having to walk, stand, lift, carry, and balance at times in excess of 125 pounds. Motor coordination is necessary because over uneven terrain, the patient's, the Paramedic's, and other workers' well being must not be jeopardized.
2. Good manual dexterity with ability to perform all tasks related to advanced emergency patient care and documentation. Ability to bend, stoop, balance, and crawl on uneven terrain; and the ability to withstand varied environmental conditions such as extreme heat, cold, and moisture.

_____ is of physical health and is free from physical defects or diseases which might impair his/her ability to participate in the REMSA Paramedic Program including classroom work, clinical internships, and field internships.

Physician Signature License Number

Office Address City State Zip

Please contact REMSA Education if you have questions

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Overview of the Payment Process and Options

REMSA has an ongoing affiliation with the University of Nevada, Reno, Extended Studies program for our paramedic education. As part of this affiliation, students completing the program will receive a certificate from UNR as well as various educational opportunities offered through the university as part of the paramedic program.

An outline of payment options has been provided below. All checks must be made out to the “Board of Regents” and delivered to UNR Extended Studies program.

The course book fee is due prior to day one of class. Please refer to the schedule of payments provided by UNR staff during the orientation. For questions specific to payments or payment schedules, please contact UNR.

Initial Book Fee: \$1500.00 – this fee is non-refundable after acceptance and books have been purchased

There are three payment options to choose from to pay the remaining balance of your tuition.

Option 1:	Payment in full of the remaining	\$ 8500.00
Option 2:	Quarterly payments	\$ 2125.00 (four quarters)
Option 3:	Monthly payments	\$ 708.33 (twelve months)

If you do not receive your welcome packet or you have questions pertaining to payments or payment plans, please contact the UNR Extended Studies Program.

University of Nevada, Reno
Extended Studies – Paramedic
Crystal Adams or Kathryn Butler
(775) 682-7554
crystal@unr.edu, kathrynbutler@unr.edu



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Paramedic Program Application Acknowledgment

Name: _____

You were provided a copy of the REMSA Center for Prehospital Education Student Handbook and information on the Paramedic Profession. These documents outline the details of the REMSA paramedic education program and provide a detailed overview of the expectations of students enrolled in the program.

Every prospective student must read, understand, and acknowledge receipt of these manuals prior to being accepted into the program. Students will be held accountable for all information presented in the handbook and the profession information. Students and prospective students have access to program staff for questions and answers.

The following documents were provided as part of the entire REMSA Paramedic Education Program application packet:

- REMSA Center for Prehospital Education Student Handbook
- Paramedic Profession Overview and Minimum Requirements

I understand that it is my responsibility to ensure that I have received the above referenced documents and that I am responsible to read through each document. I further understand that I am responsible to abide by and adhere to the material presented in the documents and that I may have questions answered or clarified by contacting the program coordinator. Submission of an application does not guarantee placement into the course. REMSA reserves the right to cancel any planned course due to low enrollment up to one week prior to the published start date of the course.

I also understand and agree to the following and acknowledge by initial each statement:

_____ I hereby certify that all statements made on or in connection with this application are true to the best of my knowledge and belief. I understand and agree that any false statement or omission of material fact may disqualify me from consideration for acceptance to the REMSA Paramedic Program. Additionally, I authorize the program to verify the statements made on or in connection with this application.

_____ I also certify that I have received a copy of the application packet that contains rules, regulations, course completion requirements, profession information, and the costs associated with the program.

_____ It is the responsibility of the applicant to ensure all required documents have been submitted with this application. Failure to submit all required documentation including transcripts will result in the candidate not being considered for the program.

Student Signature

Date

Additional Program Fees Acknowledgement

Read and initial each item below as an indication that you fully understand and accept these additional required fees and items:

Required Fees:

_____ I agree, that I will pay for all fees associated with the REMSA required entrance exam.

Deadline: Must be completed prior to the first day of class.

Entrance Exam Fee: \$50.00

_____ I agree, that once accepted, I will complete and pay for all fees associated with a criminal background check through the current approved REMSA vendor in order to enter the program. This requirement is mandatory and no substitutions will be allowed. The rate below is an average and may increase based on the counties you have lived in.

Deadline: Must be completed prior to the first day of the program.

Standard criminal background investigation rate: \$ 59.95

_____ I agree, that once accepted, I will complete and pay for all fees associated with a drug screening through the current approved REMSA vendor in order to enter the program. This requirement is mandatory and no substitutions will be allowed. The rate below is an average.

Deadline: Must be completed prior to entering clinical internships.

Standard Drug Screening rate: \$ 46.00

_____ I agree, that once accepted, I will pay for all fees associated with the REMSA required uniform and lab fee. Students must purchase the minimum items required to complete the uniform. Additional items may be purchased at the student's discretion. This requirement is mandatory and no substitutions will be allowed.

Deadline: Must be purchased prior to the first day of class.

Standard new student uniform package: \$235.50

Non-Refundable Technology Fee \$150.00

_____ I agree that once accepted and have successfully completed the course, I will pay for all fees associated with taking National Registry cognitive testing. These fees are set by National Registry and paid directly to National Registry.

Deadline: Must be purchased prior to the last week of class.

National Registry Cognitive Exam Fee: \$110.00 (or current published National Registry fee)

Additional Requirements and Fees:

_____ I understand that, once accepted, I may wish to purchase additional books, study aids, or workbooks to assist in my education. I understand that these items are not required and that the purchase of these materials above and beyond what is provided in class is my responsibility.

_____ I understand, that once accepted, additional supplies and equipment will be required, to be successful in this program including but not limited to a stethoscope. I understand that it is my responsibility to secure these items and I am financially responsible for any costs associated with obtaining them.

_____ I understand, that once accepted, replacement costs for reissuing certifications that have been lost or misplaced after being issued to me will be my responsibility. This includes replacement certification cards as well as continuing education certificates.

_____ **I have received, read, and fully understand this fee addendum to the enrollment agreement.**

Student Signature

Date