



# PRINCE GEORGE FIRE AND EMS

**Section:** EMS

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**Title:** ALS - Tuition Assistance

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**Date:** December 1, 2014

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## I. GENERAL

Prince George Fire and EMS will ensure that a process for all members in good standing exists for advancement in EMS certifications. The purpose of this policy is to outline the enrollment and tuition assistance program for active volunteers wishing to engage in advancement of their EMS Certifications.

To be eligible for advanced level EMS training, a member of Prince George Fire and EMS must meet all the eligibility criteria below. Eligible members must then submit the required documentation through the chain of command prior to applying for a class. Only those courses related to the Advanced Life Support ("ALS") Curriculum will be considered for approval.

- A. In order to achieve both an appropriate level of education for our members and to control costs to the county, members interested in attending ALS programs will be encouraged to attend a program taught in association and/or sponsored by Prince George County. The member may attend a program not taught by the county; however funding and support of that program will not be greater than that of a County Program. All funding support will be at the discretion of the Fire and EMS Director.
- B. Funding can include tuition, books/fees, required clothing (i.e. tee shirts, scrubs, lab coat) and other expenses approved by Prince George Fire and EMS. Funding will also be available for their original testing fee and one re-test if needed. Funding may be given for travel or lodging associated with testing if approved in advance. All funding provided pursuant to this paragraph is hereinafter referred to as the "Amount Funded."

## II. ELIGIBILITY

- A. Must be an active volunteer member with a Fire and/or EMS Company in Prince George County as described in County Ordinance *Sec. 42-1.1. Establishment of the Prince George coordinated fire and emergency medical service system* for a minimum of one year.
- B. Must be a cleared BLS Provider within the Prince George Fire and EMS System for a minimum of 12 months.



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- C. Must have no significant Quality Assurance or Quality Improvement issues in the 12 months prior to application.
- D. Must have no severe disciplinary action within the past 12 months (i.e., two or more letters of reprimand, any disciplinary suspension, and/or demotion).
- E. Must submit letters of recommendation from:
  - 1. A cleared ALS Provider within the Prince George Fire and EMS System.
  - 2. The member's Company Chief.

### III. SELECTION CRITERIA

- A. All candidates will be given a written test based on EMT-B curriculum.
- B. Candidates will be recommended based on test scores and interviews. Seniority based on duty hours and length of time as an active volunteer will be used as a tiebreaker, when necessary.
- C. Positions will be awarded based on test score ranking, interview panel recommendations, funding availability, and class space.

### IV. GENERAL PROVISIONS

- A. Only **pre-approved** courses will be funded. This may include any required prerequisite classes such as anatomy or physiology.
- B. Members must complete and submit the PGFEMS Training request form prior to registering for any classes and must sign the ALS Training and Services Active Member Memorandum of Understanding.
- C. In order to practice as a Prince George Fire and EMS Advanced Life Support Provider, the member must satisfactorily pass all course tests based on minimums set by the program sponsor, National Registry test, State test, ACLS, and PHTLS/BTLS as well as, within twelve months of passing the State Test, satisfactorily complete the Prince George Fire and EMS ALS Field



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Internship Program and obtain any certificates required by the Prince George Fire and EMS Operational Medical Director.

- D. Members receiving funding under this procedure are required to provide the following Service Commitment:
1. ALS service of 36 hours per quarter year on an ambulance staffed by Prince George Fire and EMS for two consecutive years if completing the EMT-B to EMT – Intermediate program.
  2. ALS service of 36 hours per quarter year on an ambulance staffed by Prince George Fire and EMS for two consecutive years if completing the EMT-Intermediate to Paramedic bridge program.
  3. ALS service of 36 hours per quarter year on an ambulance staffed by Prince George Fire and EMS for three consecutive years if completing the EMT-B to Paramedic program.
  4. The time requirement will begin from the date indicated on the letter from Prince George Fire and EMS acknowledging that the member has been approved by the Prince George Fire and EMS Operational Medical Director to provide ALS service.
- E. Should a member cease to be an active member of Prince George Fire and EMS prior to successful completion of the requirements to practice as a Prince George Fire and EMS ALS Provider, the member will be required to repay the full amount of the Amount Funded by Prince George Fire and EMS hereunder.
- F. Should a member cease to be an active member of Prince George Fire and EMS prior to completion of the Service Commitment, then the member will be required to repay the full amount of the Amount Funded by Prince George Fire and EMS hereunder.
- G. A member who remains an active member of Prince George Fire and EMS, but does not complete the Service Commitment as an ALS Provider must repay a prorated portion of the Amount Funded by Prince George Fire and EMS. The member will receive credit for the quarter years in which the



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member completed at least 36 hours of ALS Service on an ambulance staffed by Prince George Fire and EMS (the "Service Credit") by calculating the number of such quarter years and dividing it by the total number of quarter year required and then multiplying that amount by the Amount Funded. That amount will be credited against the total Amount Funded to determine the Service Credit. The member will repay the difference between the Amount Funded and the Service Credit (i.e., 3 quarter years / 8 quarter years = 38% x \$3,000 Funded = \$1,125 Service Credit. Member repays \$3,000 - \$1,125 = \$1,875).

- H. Should a member cease to be an active member of Prince George Fire and EMS prior to completion of the program and/or fail to then the repay the Amount Funded by Prince George Fire and EMS, the member shall have all EMS certifications and privileges revoked by the Operational Medical Director contracted by Prince George Fire and EMS. Such revocation of EMS certifications and privileges shall be forwarded to the Virginia Office of EMS.