



Statement of Understanding

Course Timeline

Please note that due to the abbreviated timeline, no absences will be allowed. **Students who miss more than 1 day of class will be expelled.** In order to complete the program, students must complete all cognitive and psychomotor objectives before the last day of the course.

Course Delivery

The curriculum is the same as other EMS courses, but you may encounter instructional strategies and modalities with which you may be unfamiliar.

Purpose of Course

This course is designed to teach the objectives outlined by the Department of Transportation, NHTSA EMR, EMT, AEMT Curriculums. It is your responsibility to prepare, register, and pass the National Registry EMT exam. It is an impossible claim that any EMS course can guarantee that any given student will pass the National Registry Exam on a given number of attempts. Success at National Registry, and for that matter EMS (or life) is in the hands of the student.

Evaluation of Performance and Conditions for Graduation

Your performance will be assessed based upon your mastery of concepts and skills. Course components are as follows and the successful completion is a condition for graduation:

Component	Description
Skills	Your skill competency will be assessed weekly by an instructor in a face-to-face performance based setting. There will be two Summative Evaluations held at a central location which you will be required to pass.
Quizzes	You will have unlimited attempts to pass each quiz online, however, you must score 90% or higher on each assignment. Each assignment is followed by a quiz.
Tests	You will have unlimited attempts to pass each test online, however, you must score 90% or higher on each assignment. Each week's assignments is followed by a test
EMS Rotations	(EMT and AEMT only) You will be assessed by preceptors at specific clinical sites and be expected to participate in as many as 48 hours of Field Experience (ambulance ride).

Academic Performance

Students must maintain an overall average of 90% on all online exams and quizzes. The system will not let you progress unless you make 90% or better. Students are expected to stay on task with the schedule



and complete each weekly assignment in the week allotted. Students that fall behind will be notified. The student will be released from training after 3 notifications. Refer to the syllabus for further information.

Attendance Policy

1. You must attend 100% of the course.
2. You must be on time for each class session

Safety (Zero Tolerance Policy)

The Georgiaemsacademy.com EMT-O program expects students to follow all safety procedures expressed through verbal or written communication. Any procedure that is taught in this class carries with it the inherent risk of injury. It is beyond the scope of this document to outline each and every safety precaution. If the instructor provides safety rules for a particular skill or activity, you must follow the rules to the letter. Any safety violation will result in immediate expulsion. Despite the fact that you will have signed a waiver releasing Georgiaemsacademy.com (CrewSolutions, Inc.) from liability due to injury/illness, Georgiaemsacademy.com will not tolerate any safety violations. The procedures that will be expressed during the class are (but are not limited to):

- Infection control
- Lifting and moving
- Sharps safety

Student Instructor Relationship

Students are expected to follow the instructions and counseling of instructors during the course. As a student with Georgiaemsacademy.com, you are expected to follow orders as given by the instructor. As mentioned above, some of the methods used to teach clinical skills are vastly different from methods taught in traditional settings. GeorgiaEMSAcademy.com instructors are also tasked with the responsibility of performing weekly evaluations designed to provide the student with valuable feedback. While safety is everyone's responsibility, it is the most salient concern on the mind of the Georgiaemsacademy.com instructor. Any questions relating to tuition payments, online material, technical support or any other administrative inquiries are handled by the Registrar's Office and students are asked to contact her office via email directly at registrar@georgiaemsacademy.com. Do not bring tuition, immunization documents or any other required paperwork to class. Please handle those issues with the Registrar's Office directly.

Expectations of the Student

1. You can expect that your instructor is knowledgeable.
2. You can expect that your instructor will be present for each class session and on time.
3. You can expect that your instructor will be mindful of your time when making assignments.
4. Don't expect the instructor to be your friend or entertain you, you are here to learn.
5. The instructor is training you to be a lifesaver and not just somebody who can pass the National Registry test. The instructor can help you pass the test, but it's the responsibility of the student to prepare themselves for the rigorous examination process.



Expectations of the Instructor

1. The instructor expects you to be present and on time for class.
2. The instructor expects that your conduct will be professional. Professionalism in this setting is defined as:
 - Doing what you are told
 - Completing assignments on time
 - Not disrupting the class and being an active participant in all class activities
 - Wearing appropriate attire
 - Raising your hand before asking a question
3. The instructor expects that you are taking the course seriously and are diligently working towards gaining an EMS license.

Scheduled Days of Training

There are 8 days of training scheduled for each EMR/EMT/AEMT Program. Classes meet in our Dunwoody location. It is expected that each student attends every single minute of training that is available to them. Students should be on time for class and be ready to train. Given that we travel to each site each day, traffic conditions could result in delay of the instructional team to arrive at the site. Therefore, anything less than 15 minutes will not be considered tardy. If the crew is going to be more than 15 min late, the registrar will alert the students via email. The following behaviors will result in an academic deficiency notification and ultimately expulsion if the behavior is not changed in the time specified:

1. Frequent tardiness – Students who are late for class (later than 30 minutes) 3 times in a row or more than 5 times
2. Excessive absenteeism – 2 absences (there is no such thing as an excused absence)

Students are reminded that these programs usually are scheduled for more than one session per week giving the student the option of making up a day without penalty. Always check with the Lead Instructor or the Registrar when you are planning to make up a class session at another session. Do not just show up at another session without prior permission.

Tuition Policy

Tuition must be paid in completion by the end of the program. Typical arrangements include a down payment with remaining balance paid by the end of the program.

Refund Policy

Georgiaemsacademy will refund any tuition (including down payment) paid by students who DO NOT begin the program and return any textbooks, uniforms or supplies they were issued prior to the beginning



of the class. After the student attends the program for more than 1 session-- refunds will be assessed on a case by case basis. Down payment is not refundable after the class begins.

Tuition paid by or reimbursed by Employer

Unless your employer or agency has contacted our Bursar and arranged to pay your tuition, evidenced by a written contract, you are responsible to pay your tuition. If you are being reimbursed by your employer--that is an agreement you have made directly with your employer/agency and we will expect payment from you, the student.

Any students who have their tuition paid for (under contract) by their employer will understand that we have the right and responsibility to share your academic progress with said employer/agency if said information is requested by your employer/agency.

Classroom Behavior

1. You will raise your hand before asking a question.
2. When the instructor is speaking, you are silent.
3. You will treat your instructor and classmates with respect at all times.
4. You will be an active participant in classroom activities such as skills and discussion.
5. Fighting (either physical or verbal), intimidation, and/or harassment will not be tolerated.
6. You will follow the orders given by the instructor.

I, _____ have read each of the above conditions and I agree to be bound by them.

Applicant Signature

Date