

EMT Training Fund Procedures

This document provides instructions and procedures for Active Members and Explorers on the Kendall Park First Aid and Rescue Squad that want to attend an EMT Training Class and become certified in the State of New Jersey.

There are three options as described below with procedures. Option A requires approval prior to the start of the class.

Option A:

State Training Fund

- The member/explorer will complete the State Training Form (attached below) and submit it to an approved EMT training provider that accepts State Training Funds.
- The student may be required to purchase books and training materials from the course provider at their own expense. Upon successful completion of the EMT Course, the student may be reimbursed for books with the approval of the President and Chief.
- This option shall be the first and primary funding resource attempted in all cases.

Option B:

Squad Training Funds

- If an EMT course is not available that accepts the State Training Fund the Squad may pay for or reimburse the Adult member. This requires approval by the squad membership. Note: This option is on a case by case basis and is limited by the Squads financial resources. Budgeting may not make this a viable option.
- Under this option the student is required to make a 3 year commitment to the squad.
- If the student breaches the 3 year commitment, the student will repay the squad a pro-rated reimbursement for funds provided for the training. This is stipulated under separate contract. See attached contract.
- The student may be required to purchase books and training materials from the course provider at their own expense. Upon successful completion of the EMT Course, the student may be reimbursed for books with the approval of the President and Chief.

Option C:

No monetary considerations

- The student may choose to take an EMT class without any reimbursement

- If the student is in an EMT class prior to joining the Squad, there will not be any reimbursement. NOTE: The student may apply under option B on a case by case basis.

New Jersey Department of Health
Office of Emergency Medical Services (OEMS)

EMT TRAINING FUND
CERTIFICATE OF ELIGIBILITY FOR EMT EDUCATION

(Please type or print legibly.)

Name of Student: _____

EMS ID Number: _____

Name of Eligible Volunteer EMS Agency: _____

Student Address: _____ County: _____

City: _____ State: _____ Zip: _____

Course Sponsor: _____

Course Start Date: _____ Course Number: _____

Course Title: _____

The undersigned verifies that:

1. All of the information above is true and accurate.
2. The EMT candidate listed above meets the following criteria:
 - a. Possession of valid CPR course completion documentation to the level of professional rescuer by a vendor approved by OEMS.
 - b. Is a member in good standing of the "Eligible Volunteer EMS Agency" listed above.
 - c. Has **NOT** attempted more than one Initial EMT education program this calendar year.
 - d. Has **NOT** used the EMITF, for initial EMT education, more than twice since July 1, 2012.

Verified by:

Name of Principal Officer (Print): _____

Title: _____

Contact/Telephone Number: _____

Email Address: _____

Signature of Principal Officer: _____ Date: _____

- NOTICE: It is a crime for any person to knowingly or willfully provide false information on this application, or to make deliberately misleading statements regarding the eligibility of applicants. [N.J.S.A. 2C:21-4(s)].
- I understand there is a best practices guideline that the Department has published for student selection and our organization has considered the suggestions before issuing this Certificate of Eligibility.

AGREEMENT BY AND BETWEEN
KENDALL PARK FIRST AID & RESCUE SQUAD

AND

This **AGREEMENT** is made on this ____ day of _____, 20__ (the “Effective Date”), by and between the **Kendall Park First Aid & Rescue Squad**, a First Aid Squad organized under the laws of New Jersey, with offices located at _____, (hereinafter “**FIRST AID SQUAD**”) and _____, who resides at _____, a prospective member of the **FIRST AID SQUAD** (hereinafter “**VOLUNTEER**”) (collectively, the “Parties” and, each individually, a “Party”).

WHEREAS, VOLUNTEER wishes to become a member of the **FIRST AID SQUAD**; and

WHEREAS, Volunteers need to be properly trained in order to provide volunteer Emergency Medical Services to the community; and

WHEREAS, the **FIRST AID SQUAD** is prepared to defray the expense of training the **VOLUNTEER** in order to provide said **VOLUNTEER** in the **FIRST AID SQUAD** (“Training Expense”); and

WHEREAS, the **FIRST AID SQUAD** requires that each person for whom they pay for Training Expenses outright shall provide three (3) full year of service past the normal probationary period; and

WHEREAS, the **FIRST AID SQUAD** desires to recoup some part, if not all of such training expense in the event that **VOLUNTEER** does not become a member of the **FIRST AID SQUAD** or, having become a member, does not serve for the requisite period of time.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the Parties to this Agreement agree as follows:

1. The **FIRST AID SQUAD** will pay the Training Expenses necessary for the **VOLUNTEER** to enroll in an EMT Course approved by the **FIRST AID SQUAD**.
2. In the event that **VOLUNTEER** does not continue as a member in good standing for three (3) years after the normal probationary period, then said **VOLUNTEER** agrees to reimburse the **FIRST AID SQUAD** the full amount of the cost of the Training Expense or such part of the Training Expense as the **FIRST AID SQUAD**, as shall be determined on a pro rated basis based on time as active member, minus any probationary period, divided by three (3) full years.
3. The parties further agree that in the event that the **FIRST AID SQUAD** becomes entitled to reimbursement pursuant to paragraph 2 hereof, the **FIRST AID SQUAD**, in its sole and unfettered discretion, shall determine the terms upon which such reimbursement shall be payable.
4. In the event that the **VOLUNTEER** goes to college, there is a requirement for the **VOLUNTEER** to perform active duty with the **FIRST AID SQUAD** during semester breaks from college and summer breaks until such time as the **VOLUNTEER** has performed three (3) full years of service after the normal probationary period.

5. Training Expense means the cost of course tuition. The costs for transportation to class, books, or other optional training materials and supplies are the sole cost of Volunteer and are not considered Training Expense as that term is used in this Agreement.

**IN WITNESS WHEREOF, THE PARTIES INTEND TO BE LEGALLY BOUND
HEREBY AGREE:**

FIRST AID SQUAD

VOLUNTEER

By: _____
Squad President

Dated: _____

Dated: _____