Dear Prospective Applicant,

Thank you for your interest in the Emergency Medical Technician- Paramedic Program at Amita Health St. Joseph Hospital-Elgin (AHSJH-E). The course meets National Highway Traffic Safety Administration (NHTSA) curriculum approved by the Illinois Department of Public Health (IDPH) and upholds all requirements to obtain National Paramedic Licensure.

Accreditation Status:
The Amita Health St. Joseph Hospital program upholds accreditation from the Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP) and the Commission on Accreditation of Allied Health Education Programs (CAAHEP). Therefore, the governing body recognizes the program's substantial compliance with the nationally established accreditation standards. Because of this accreditation, graduates of this program are eligible to challenge the National Registry of EMT’s paramedic examination.

Schedule:
Class is scheduled to begin in August of 2020 and will conclude in July of 2021. The actual course dates and times will be announced upon acceptance into the program. Classes will be held at Amita Health St. Joseph Hospital on Monday, Wednesday and Thursday evenings from 5:00 pm to 10:00 pm. There are also additional mandatory clinical experiences that students will be required to meet outside of classroom hours; students will be required to complete clinical rotations through a wide variety of pre-hospital and intra-hospital settings. Some of the rotations can only be completed weekdays during business hours.

This program is structured as evening classes to provide the students with the flexibility needed for people to volunteer, work part time, or work full time, however students must plan accordingly and treat the program as if it were a full-time job.

Application Process:
Applications for entry into the Paramedic Program must be received by the EMS office no later than 4:00 pm on May 1, 2020. Due to the COVID-19 pandemic, applications may now be emailed directly to the Program Director, Debra Bevins. Please submit the application and all required documentation as an attachment to debra.bevins@amitahealth.org. An application fee of $25 may be hand-delivered at the start of the psychomotor assessment.

Students interested in participating in the program must apply directly with the Paramedic Program Director at Amita Health St. Joseph Hospital and will require acceptance into the program prior to completing the registration process at Elgin Community College. Acceptance into the Program includes:
   a. Submission of completed application documentation submitted to the EMS Office
   b. Completion EMT-B cognitive and psychomotor assessment
   c. Oral interview
Submitted applications must include the following per Joint Commission on Accreditation of Healthcare Organizations (JACHO) and Amita Health St. Joseph Hospital policy:

1. Completed Region IX application
2. Copy of EMT-B license with 6 months experience
3. Current American Heart Association (AHA) CPR card
4. Valid driver’s license
5. Proof of health insurance
6. A typed professional resume
7. Two letters of recommendation (one must be from a member of the profession: paramedic, fire officer, chief officer, EMS coordinator)

Timeline:
May 01, 2020 Application Deadline
June 06, 2020 EMT-B Assessment examination
June 07, 2020 Oral Interview
June 14, 2020 Acceptance/Declination letter received
June 27, 2020 Program orientation
August 24, 2020 First day of class

Program Expenses:
The program requires that a variety of expenses, outside the cost of tuition be included to ensure academic success. Additional expenses are required to purchase uniforms per AHSJH policy.
Program costs include the following (all costs are estimates):

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$5,000</td>
</tr>
<tr>
<td>Textbooks/ online access</td>
<td>$575</td>
</tr>
<tr>
<td>FISDAP</td>
<td>$195</td>
</tr>
<tr>
<td>College PSB exam</td>
<td>$20</td>
</tr>
<tr>
<td>Castlebranch (drug testing/background check)</td>
<td>$120</td>
</tr>
</tbody>
</table>

For additional information or questions pertaining to the program please contact the Paramedic Program Director via phone or email.

Sincerely,

Debra Bevins, RN-BSN, EMT-P, TNS, ECRN
Paramedic Program Director
Amita Health St. Joseph Hospital-Elgin
847-695-3200 x5956
debra.bevins@amitahealth.org
Applications must be placed in a 10 x 13 envelope. The envelope should include the applicant’s name and state “Paramedic Program Application” on the face of the envelope. The envelope must include each of the following:

- Completed Region IX Paramedic Training Course Application
- Application page 2: ensure the field experience agreement is signed by employer or non-employer
- Copy of current EMT-B license
- Current AHA CPR card
- Valid driver’s license
- Proof of health insurance
- Typed professional resume
- Two letters of recommendation (one from professional source)
- $25 Application Fee (cash or check)