



WVPST

Student/Instructor Commitment Statement Emergency Medical Responder

The Emergency Medical Responder Course consists of 72 hours of classroom lectures and skills practice. Students must maintain a 90% attendance requirement. Students shall be required to complete online registration in the WVOEMS Continuum System. Students must pass the final practical skills evaluation and pass the National Registry Examination to become a certified EMR. Tuition and course fees are not refundable. Certification as an EMR in West Virginia is issued by the WVOEMS only after meeting all requirements listed in the WVOEMS EMR Initial Certification Policy.

Student Responsibilities:

1. Act professionally during the course (no gossip during breaks, do not refer to names of individuals when talking about personal experiences, approach the instructor if you have a problem with another student or the instructor, etc.).
2. Read assigned chapters prior to class, come to class prepared, be attentive during class, and do not cause any disturbance during class.
3. Be on time for the class and return from breaks at designated times.
4. Actively participate in the classroom and practical skills learning sessions to become proficient in the practical skills.
5. Approach the instructor if you have a problem with another student or the instructor; course structure, instructional content, personal abilities, etc. A student can also contact the WV Public Service Training Coordinator with concerns.
6. A "Grievance/Suggestion Form" is available to submit a written record of any concern or suggestion. It is recommended that the student first informally approach either the course instructor or the WV Public Service Training Coordinator to discuss the issue. Most issues can be resolved without formal written procedures, but the form can be used if the student is not satisfied with the initial informal response to a concern.
7. If the health or physical abilities of a student do not allow technical standards to be met the student can continue in class, but certification cannot be issued to anyone physically unable to perform all required practical skills. Students having problems academically may be able to obtain assistance from the Adult Basic Education program.
8. Abide by policies and regulations set forth by governing agencies.
9. Report any injuries that occur during class or clinical time to the course instructor within 24 hours of occurrence. Students may be covered by Workers' Compensation through their squads. WVPST does not provide any type of insurance coverage to students enrolled in Public Service Training classes.
10. The student shall have the responsibility of full payment to include all book, workbook, and course fees on or before the fourth of class. No books will be issued until payment is received. It is the student's responsibility to work out reimbursement details with their respective squads.

Instructor Responsibilities:

1. Present material in a professional manner, using acceptable teaching methods (lectures, slide presentations, videos, activities, and skills demonstrations).
2. Be prepared for class and have appropriate materials present for class when needed.
3. Start and end classes and breaks on time.
4. Clarify important material by using personal experiences or relate experiences of others on related matters. (DO NOT teach the class utilizing war stories.)
5. Demonstrate the skills prior to having students practice them.
6. Give tests when scheduled. Tests are to measure the student's retention of material; instructors shall not under any circumstances review an evaluation test or assist students during or prior to the test. Instructors can review answers to chapter quizzes or other tests that are designed as a teaching tool.
7. Privately speak with students who appear to be having difficulty.
8. Answer questions to best of your ability or get the answer from a reliable source. Never give false or unreliable information.
9. Remain responsible for any and all equipment issued by WVPST. Agree to return equipment clean and in operating order. Should an item become inoperable immediately report it to the WVPST Office.

I have read, understand, and accept the above statements; I agree to abide by them.

Name: _____
Student's Printed Name

Date: _____

Student's Signature

Name: _____
Instructor's Printed Name

Date: _____

Instructor's Signature