



CENTRAL WASHINGTON UNIVERSITY

EMS Paramedic Program APPLICATION PACKET

Please read and follow all directions carefully! Incomplete applications will delay and/or prevent acceptance to the Program.

APPLICATION GUIDELINES

Application packets must be complete and on file in the Program office located in Purser Hall no later than **5:00 PM on March 31st** for consideration of acceptance in the fall. Application packets received after the deadline date will not be accepted. Applications may be mailed or submitted in person to:

Central Washington University
Paramedic Program Office, Purser Hall
Vickie Ostrow, Program Coordinator
400 E. University Way
Ellensburg, WA 98926-7572

Individuals must submit the following documentation in one packet:

- 1) Original, signed Program Application (pgs. 3-4 of this document)
- 2) A \$25 application fee in the form of a check or money order payable to Central Washington University Paramedic Program. This application fee is non-refundable and not applicable to tuition.
- 3) Copy of college or high school transcripts indicating GPA (highest level of education; may be unofficial transcripts for Program application purposes)
- 4) Photo copy of current EMT Certification or equivalent documentation
- 5) Three to Five Letters of Recommendation (preferably from Paramedics)
- 6) Original, signed Acknowledgement of Course Scope (pg. 5-6 of this document)
- 7) HOBET V exam results. If you wish to take the HOBET at CWU, please see the following Testing Services link for exam dates: http://www.cwu.edu/~testing/test_list.html (click on HOBET). CWU's HOBET exam results will be sent from Testing Services to the Program Secretary. If you take the exam outside of CWU, you must submit a paper copy of your results with your application by 5:00 PM, March 31st.

It is **highly recommended**, but not required, that students submit a **call log** listing the agency, date of call, nature of call, and a brief description of student's role during the call. You are also encouraged to submit copies of any other professional certificates you may have (HIPPA, Infectious Disease & Blood Borne Pathogens, Multicultural Awareness, or EMS Evaluator).

ACCEPTANCE CRITERIA

Acceptance into the EMS Paramedicine Program is dependent upon successfully satisfying all entry requirements and receiving preferred status by the Selection Committee. (Please note: Admission to Central Washington University does not assure acceptance into the EMS Paramedicine Program). This section describes the selection process and the criteria that contribute toward a preferred status. The Selection Committee will examine the credentials of each applicant for the following:

- A GPA above 2.0 for consideration. GPA's above 3.0 are highly regarded and contribute significantly toward a preferred status.
- A HOBET V composite score that ranks the individual in the 80 percentile range or better. The higher the HOBET V percentile ranking the more preferred the candidate.
- A minimum of three to five letters of recommendation. Applicants must provide at least three letters of recommendation for acceptance into the Program, preferably from paramedics. Letters from emergency

medicine physicians or nurses are also useful, but letters from fire chiefs, teachers, clergymen, or family members carry less weight for preferred status.

- Adequate EMT experience. All paramedics are also EMTs and EMT skills are critical to successful practices as a paramedic. Although not as important as other criteria in generating a preferred status as a candidate, having a diverse and meaningful experience as an EMT in an emergency EMS agency working with paramedics has value. The state requires that all paramedic program applicants have one year experience as an EMT at a minimum. The Program prefers that applicants also have a call volume of 200 calls to establish EMS experience. A call log testifying to that experience is very helpful and should include the agency name, the date, the nature of the call, and any other relevant information.
- Demonstration of preferred traits and qualities during the formal interview process to the satisfaction of the Selection Committee. The interview provides the Selection Committee with a means of exploring thought processes, priorities, ideals, critical thinking skills, decision-making skills, composure, and other relevant qualities that are important to the profession of paramedicine.

Selection into the Program (and invitations to participate in the Program) is based upon a weighted numerical ranking utilizing the above criteria. Candidates receiving the highest preferred status are extended invitations first and offers are extended to candidates thereafter. The Program typically establishes a wait list of five candidates in the event a selected candidate elects to withdraw. All notifications will occur via regular mail services within the first two weeks of May. Participation in the Program is contingent upon each candidate meeting all entrance requirements listed in the "Student Requirements for Participation Packet" by the deadline dates set forth by the Program. The Packet will be mailed with the notification letters. For students that have not received the Hepatitis B and/or Measles/Mumps/Rubella (MMR) vaccinations it is highly recommended that students either receive their first shots in each series by May 31st so that all doses in each series are complete by the start of the Program in the fall, or obtain serology results indicating immunity. Please contact the Paramedic Program directly for questions about the application or acceptance process. The admissions office will not be able to answer your questions. The Program Coordinator can be contact at 509-963-1098 or e-mail at ostrowv@cwu.edu.

LETTERS OF RECOMMENDATION

Letters must be type-written and no longer than one page in duration. The letters *may* address the following:

- Your interest and motivation in EMS
- Your desire to learn and your study skills
- An appraisal of your:
 - Willingness to function as a team member
 - Level of reliability and commitment to goals
 - Personal and professional demeanor
 - Ability to communicate effectively
 - Decision-making and problem-solving abilities
- Any other information that would be helpful to us in consideration of your candidacy to this Program



CENTRAL WASHINGTON UNIVERSITY

EMS Paramedic Program
APPLICATION

PERSONAL

Name (Last, First, MI): CWU Student ID# (if applicable):
Mailing Address: Home Phone:
Cell Phone:
City: State: Zip:
Email Address:
Birth Date: / / Are you over 18? YES NO

EDUCATION

High School: City: State:
Diploma GED (Check One)
College: City: State:
Major: Degree or Credits Earned:
College: City: State:
Major: Degree or Credits Earned:
Completed Anatomy & Physiology (EXSC 250-351 or BIOL 355-356 or equivalent)? YES NO
Admitted into CWU? YES NO If no, have you applied for admission? YES NO
I plan to:
Complete my Bachelor of Science in Paramedicine
Obtain Paramedic Certification only
Undecided

EMT CERTIFICATION OR EQUIVALENT

Initial Certification Date: Location of Training:
Current Expiration Date: Grade Received:
Current EMT Status: CPR Expiration Date:

EMS AGENCY DATA

Do you have a current EMS Affiliation? YES NO If yes, please complete the following:
Affiliated Agency:
EMS Supervisor or Fire Chief:
Mailing Address:
City: State: Zip:
Phone: E-mail:

Central Washington University adheres to all ADA (American's with Disabilities Act) requirements. Please indicate any special needs or physical limitations that may interfere with your ability to perform as an EMS provider safely:

If you have been diagnosed with or suspect you may have a learning disability, please contact the Center for Disability Support Services at 509-963-2171 or cdsrecept@cwu.edu.

CERTIFICATION OF ACCURACY

I, the undersigned, do hereby certify that all of the information contained on this application is true and correct to the best of my knowledge.

I certify that to the best of my knowledge there is no misrepresentation or falsification in my answers to the questions above or in the documents provided. I am aware that false statements or forgery of documents discovered through investigation will constitute grounds for disqualification and/or dismissal from the Paramedic Program.

I have read and understand the mandatory requirements for enrollment in the program. If accepted into this program, I agree to abide by Federal, Washington State and University rules, regulations, ordinances, and policies pertaining to emergency medical services, as well any and all directives of the Medical Program Director.

Applicant Signature

Date

ACKNOWLEDGEMENT OF PROGRAM CHALLENGES AND ACADEMIC RIGOR

The paramedic education at Central Washington University is a monumental undertaking. The Program is one of only a few in the United States that awards a degree and is accredited by the Committee on Accreditation of EMS Education Programs; and is likely the only one that has a two-year concentration in the Major of Paramedicine. The depth and breadth of the curricular content is unparalleled and quite rigorous – a product of the lofty goals we set for our graduates.

Most applicants, providers of EMS, and other healthcare professions often fail to appreciate the sheer magnitude of time, energy, commitment and resources necessary to complete this Program. It is important that you fully understand what is expected of you and the level of dedication and motivation that is necessary to complete this endeavor. It will most likely be the greatest challenge you will ever face and, likewise, one of the greatest rewards you will experience.

In this particular Program, we emphasize not only cognitive and skill accomplishments, but also professional and behavioral development. As such, attitude and demeanor are extremely important. In this educational process, and in the profession as well, you will be interacting with other healthcare professionals, families, professionals of other disciplines, and the general public. How you approach and interact with these individuals is, in large measure, how you will be regarded as an individual, as well as an ambassador of the EMS profession. Individuals that are aloof or arrogant will often be met with resistance and general disregard. Such behavior would be a discredit to you and to the profession.

To successfully complete this Program, you must be committed to the enormous amount of time this Program demands of you. Students frequently report studying every evening for three or more hours during the week and well in excess of eight on each day of the weekend. This is often what is necessary for most individuals. Given the time demands in this Program, it is **strongly** recommended that students do not take any other classes, do not participate in organized sporting activities, do not participate in ROTC activities, or expect to have significant time for social activities. While in the first academic year of this Program, your education should be the first and foremost priority.

Additional demands include accrued costs outside of tuition and lab fees. Members of the Paramedicine cohort are expected to meet specific pre-internship requirements in accordance with CWU's affiliation contracts with various clinical (hospital) and field (ambulance) agencies. These requirements are listed in the "Student Requirements for Participation Packet" and include such things as providing the Program Office with copies of negative background checks, drug screen results, 2-step PPD results, immunization documentation, health report from personal physician, malpractice insurance, current CPR certificate for the Professional Responder, personal medical and automobile liability insurance, etc. They must also subsidize their travel, lodging and food expenses, and finance the purchase of the necessary equipment and required uniforms. A cost estimate of the Program is provided to each accepted candidate at the Spring Orientation.

Much of the educational process in this Program depends upon you and your commitment to reading assignments in advance, studying lecture material, taking notes during class, reviewing your study information, and studying with others in small groups. There is a considerable expectation that you will be independent learner that will never fall behind. Absences from class and tardiness are a huge deterrent to performance. In addition, travel to ride sites and clinical sites are an integral part of this Program – you must have reliable transportation and assure your arrival to these clinical sites on time.

Academic performance is measured in three domains of education in this Program: Cognitive, Psychomotor, and Affective. Failure to maintain a satisfactory performance in any of these areas will result possible course failure and elimination from the Program. All courses must be completed with a letter grade of "C" or better **without exception**. All psychomotor skill performances must meet established standards. Affective performances are measured in eleven discipline-established parameters on an ongoing basis for each Quarter.

In healthcare, we are all considered members of a larger medical team – all with the same goal: the patient’s well-being. No individual role in healthcare is more important than the others and all should be regarded with due respect and courtesy. Frequently through this Program, you will be a “guest” in the clinical or field environment of other healthcare professionals. At all times you should respect their role as provider, educator, and preceptor and be as accommodating as you reasonably can be.

These, and other demands and expectation, will likely challenge your participation and continuance in the CWU EMS Paramedicine Program throughout the academic years. It is important that you are fully aware of these and indicate your willingness to meet and overcome those challenges.

I, _____ have read this document, discussed it with my family and loved ones, and fully understand that participation in this Program will be challenging, rigorous, and a considerable commitment of my time and energy. Furthermore, I hereby affirm that I will make every reasonable effort to succeed in this Program and meet the expectations of the faculty, Program Director, and Medical Director to the best of my abilities.

Applicant Signature

Date