



Paramedic Student Phase Meetings 2025-2026 Understanding of Expectations

Student name (PRINT): _____

Provider Agency: _____

My initials and signature on this learning contract acknowledge that I have received, read, understand and agree to comply with the expectation and restrictions specified in this document.

Initials	Statement
	Student will contact the EMS Coordinator/Educator after their first day of the field internship to begin communications.
	Student will submit Phase I paperwork requirements: 10 (ALS) calls, 1 of each: trauma, med, resp, cardiac with all forms per checklist.
	Student will schedule a Phase I meeting as soon as possible per meeting requirements.
	Student will submit Phase II paperwork requirements: 20 (15 ALS) calls, with all forms per checklist.
	Student can schedule, but cannot meet with an EMS Coordinator/Educator before the scheduled last date of their Phase II. Student must schedule phase meetings between M-F.
	Students submission for both Phase I and II meeting paperwork to be with physical copies not electronic and given 1 week prior to the scheduled date of the Phase meeting. Unless notified otherwise by the EMS Coordinator/Educator.
	Student will submit all paperwork for both Phase I and II <u>post meeting</u> to Pam Ross within 1 week . Missing/ incomplete paperwork will be cited and will be due to Mike Gentile in 72 hrs .
	Student will ensure completion of their Phase paperwork <u>in the order of the Field Internship Completion Checklist</u> via oversight from the EMS Coordinator/Educator. The student will remove all paperclips and staples (angle cut accepted) off all documents prior to submission.
	Student will have 1 week to pick up phase paperwork once they receive email notification that it has been scanned to file.

Student initials indicate that requirements have been explained by the Paramedic Program and understood by the student.

Student signature: _____

Lead Instructor signature: _____

Date: _____