



New England EMS Institute

Elliot Health Systems

Prospective Paramedic Candidate,

Welcome to the New England EMS Institute! NEEMSI has been a part of the EMS community for over 30 years and we continue to pride ourselves in educating all levels of EMS and training many EMS providers throughout New England. I want to take this opportunity to welcome you to our school and provide some information to you regarding the paramedic program process.

Information Session:

We will be conducting a Q&A session via Zoom on **November 23, 2021 at 9am**. This info session will provide you a brief overview of the application process, what to expect during the program, financial information and open dialogue with the program staff. The zoom information is as follows:

<https://zoom.neemsi.org>; password: neemsi

Application & Admissions Process:

The application which accompanies this letter provides you a detailed list of the information that must be submitted for your application to be reviewed. Upon receipt of your application, NEEMSI staff will conduct a documentation assessment for completeness, accuracy and overall content. After review and acceptance of the application, candidates will be scheduled for an admissions interview.

The admissions interview includes a secondary review of your application, interview with an EMS educator and a skills station. The skills station provides the EMS educator with a global representation of the candidate's critical thinking and assessment skills and readiness for an advanced program. The skills station scenario will be an adult, out-of-hospital cardiac arrest.

Once the admissions interview is complete, candidates will undergo a tertiary review with NEEMSI staff. Candidates who successfully complete the application process will be accepted into the program. Candidates who do not successfully complete the application process will be sent a letter explaining why they were not accepted.

In the event of more candidates than available spots, a wait list will be made. If students do not secure their spot in the program with a tuition payment the spot will be made available to the next student.

Tuition:

Tuition must be paid in full prior to the start of class. The tuition for the Paramedic program is \$12,000. An easy way to ensure your tuition is paid for is a convenient student loan, there are many options out there for loans but here are a few options:

- <https://www2.ed.gov/fund/grants-college.html?src=pn>
- <https://www.govloans.gov/categories/education-loans/>
- <https://www.citizensbank.com/student-lending/student-loans.aspx>
- <https://www.navyfederal.org/loans-cards/student-loans.html>

We also accept VA Educational Benefits. Please visit www.va.gov to ensure eligibility. Please understand that the VA may or may not pay us directly dependent upon your eligible programs. If you utilize VA

benefits, it is your responsible to ensure that tuition is paid in full, regardless. Occasionally the VA may only cover a percentage of your program, leaving you the remainder.

If your department is paying for your tuition, they must contact the Program Coordinator at dtoma@elliott-hs.org to receive an invoice. If your department does not pay the full tuition, you will be responsible for the balance of the tuition.

Along with tuition, you will be responsible for the following additional items required for the course:

- Package ISBN-13: 9780134664293 – \$552.50
 - Paramedic Care: Principles & Practice, Volumes 1-5, 5th Edition textbooks
 - MyLab BRADY Access card
 - Platinum Planner: Paramedic – Student Access Card
 - EMSTESTING.COM: Paramedic student – Access Card
 - Purchased here: <http://www.bradybooks.com/store/product.aspx?isbn=9780134664293>
- Uniform Polo Shirt, \$30.00, <https://www.emergencyoutfitter.net/new-england-ems-institute/>
- ACLS HeartCode course, \$144.00, <https://shopcpr.heart.org/heartcode-acls>
- PALS HeartCode course, \$144.00, <https://shopcpr.heart.org/heartcode-pals>
- ITLS Textbook, \$65.00, <https://www.itrauma.org/product/itls-for-emergency-care-providers-9th-edition/>

Candidates should not purchase these items until they have been accepted to the program as NEEMSI is not responsible for items purchased. Candidates will need to contact the specific vendor if they needed to cancel the order.

Class Information:

The next program is scheduled to begin in January 2022 and will meet on Mondays through June 2023. As candidates move further along in the process, they will receive a more detailed schedule including class orientation and scheduled class times.

Please visit www.neemsi.org for more information regarding the program and school policies.

Regards,



Michael C. Kelley, BSN RN NRP CEN TCRN
Program Manager

Enclosed:

1. Application
2. Clinical Hourly Requirement

Please note that class is separate from your clinical rotations. Clinical rotations are completed concurrently with class. Below is a breakdown of the clinical rotation outline for your information. Following the hourly breakdown, a sample schedule of clinical is provided for planning purposes.

CLINICAL ROTATION OUTLINE

Required Clinical Hours Designated by Location	NEEMSI Minimum Required Hours
Hospital	348
Emergency Department	200
Labor & Delivery	24
Pediatrics or Pediatric Emergency Department	32
Operating Room	32
Critical Care	60
Pre-Hospital/Field	300
EMS Field Internship	100
EMS Capstone Field Internship	200
TOTAL CLINICAL HOURS	648

Module Number	Recommended Hours
Module 1 8 weeks	
Module 2 6 weeks	
Module 3 7 weeks	
Module 4 11 weeks	(10) 8-hour shifts Emergency Department (4) 8-hour shifts Operating Room (2) 8-hour shift Critical Care
Module 5 5 weeks	(5) 8-hour shifts Emergency Department (2) 8-hour shift Critical Care
Module 6 12 weeks	(3) 8-hour shifts Labor & Delivery (4) 8-hour shifts Pediatrics/Pedi ED (5) 8-hour shift Emergency Department (3) 8-hour shift Critical Care
Module 7 10 weeks	(5) 8-hour shifts Emergency Department (5) 12-hour shifts PREHOSPITAL
Module 8 4 weeks	(10) 12-hour shifts PREHOSPITAL
Module 9 5 weeks	(10) 12-hour shifts PREHOSPITAL



New England EMS Institute

Elliot Health Systems

1 Elliot Way – Manchester, New Hampshire 03103
603-663-4402 – neemsi.org

Paramedic Program Admission Application

Section 1: Personal Information

First Name	M.I.	Last Name	SSN (Last 4 digits)	Date of Birth
Home Mailing Address			Phone Number:	
			Email Address:	
National Registry Number:	NREMT Expiration:		Certification Level:	

Section 2: Department Information (Sponsor)

Department/Agency Name:	Department/Agency Phone:
Department/Agency Address:	

Section 3: Student Sign-off

I certify that the information on this application is correct and understand that falsification of information may result in denial of a course admission or completion. I understand and agree to abide by the rules, policies, and refund policy of the New England EMS Institute (NEEMSI).

I hereby authorize release of any and all information concerning my enrollment in this course to the chief officer in charge or designee of my organization.

Signature of Applicant:	Date:
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For NEEMSI Use Only

Date Received:	Application/Documentation Complete: <input type="checkbox"/> Yes <input type="checkbox"/> Not completed & returned	Staff Member Verifying:
Registration Fee Payment Received via: <input type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/> Cash <input type="checkbox"/> Department Invoice		
Notes:		

Candidates: Complete other sign of form.

Section 4: Requirements for Admission

Checklist: The following documentation is included with this application:

>> NOTE: Applications missing documentation will NOT be accepted.

- Cover letter explaining *“Why you want to become a paramedic?”*
- Copy* – Current certification card for National Registry of EMT’s (minimum EMT)
- Copy* – Current certification card for American Heart Association BLS for Healthcare Provider
- Copy* – High school diploma or GED
- Copy* – EMSTesting.com Paramedic Entrance Exam Results
<https://my.platinumed.com/createaccount> Course Code: PTJ88
- Letter of recommendation from chief officer in charge or designee of your current organization.
- Letter of recommendation from EMS Medical Director
- Documentation of a minimum of 100 EMS calls. *This can be a printed-out list from TEMSIS*
- Copy* – 5 Patient Care Reports (QA Protected) written by the applicant. *This can be a printed-out from TEMSIS*
- Non-refundable Application Fee of \$150 payable *“New England EMS Institute”*. See Section 5: Registration Fee

Section 5: Registration Fee - \$150 non-refundable application fee

>> Check off one method of payment listed below

>> Make checks payable to “Elliot Hospital”

>> Leave this section blank if your agency/department will be billed (See section 6)

>> NOTE: This is a \$150 application fee which is non-refundable. If accepted, the fee will be added toward your tuition paid.

- Personal Check. Check # _____
- Money Order / Bank Check
- Credit Card (Provide copy of receipt). Visit <https://neemsi.org/payment> to make the payment.

Section 6: Agency/Department Payment

The signature below, provided by a department/agency representative, verifies that the dept./agency agrees to be billed for this applicant from NEEMSI and is also aware of the school’s refund policy on our website neemsi.org

Signature of Dept./Agency Representative:

Date:

Name and Rank of Dept./Agency Representative:

Best Contact (email or phone) for Rep:

Section 7: Notice to All Applicants

1. Submitting this application does not guarantee admission to the intended program. Applicants must complete the admissions process per the school’s policy.
2. During the program, students must maintain current certifications/licensure as per the above. Failure to maintain current certifications may preclude students from completing the program.
3. Falsification of any submitted material will result in rejection of the application.
4. Tuition is due upon acceptance into the program to maintain enrollment.
5. Send completed application to dtoma@elliott-hs.org OR mail to NEEMSI, 1 Elliot Way, Manchester, NH 03103