

**EDUCATION AFFILIATION AGREEMENT BETWEEN
TEXAS FIRE ACADEMY EMS EDUCATION DIVISION
AND SEGUIN FIRE AND EMERGENCY MEDICAL
SERVICES**

This agreement is entered into this **6th day of January, 2020** between the TEXAS FIRE ACADEMY EMS EDUCATION DIVISION ("TFA"), and Seguin Fire and Emergency Medical Services, to allow students enrolled in a TFA sponsored EMT course to participate in field operations at Seguin Fire and Emergency Medical Services.

WHEREAS, TFA has a curriculum that teaches a basic course Emergency Medical Technology herein after referred to as "Program";

WHEREAS, clinical practice and observation is a required and integral component of the Program Curricula;

WHEREAS, TFA desires the cooperation of facilities in the development and implementation of the clinical practice phase of the curricula; and

WHEREAS, Seguin Fire and Emergency Medical Services recognizes its professional responsibility to participate in the education of TFA Students.

NOW THEREFORE, in consideration of the mutual agreements set forth herein, TFA and Seguin Fire and Emergency Medical agree to the following Terms and Conditions:

TERMS AND CONDITIONS

1. Responsibilities of the Texas Fire Academy EMS Education Division

- 1.1. Certify that students participating in field internship will be registered in the stated curriculum and will have the appropriate academic preparation for the particular assignment prior to the start of the internship.
- 1.2. The TFA Program Coordinator will act as a liaison to Seguin Fire and Emergency Medical to coordinate, plan, monitor, and evaluate the field internship experience of the EMT Students.
- 1.3. Provide Seguin Fire and Emergency Medical administration with names of students, dates of assignment, field internship experience objectives, and a listing of skills considered to be appropriate for the student to observe/practice according to their educational preparation.

- 1.4. Ensure that students are covered by student blanket liability insurance with a limit of liability of \$1,000,000/\$3,000,000 annual aggregate.
- 1.5. Inform students of the following student responsibilities in relation to the field internship experience. The student is responsible for:
 - a. Abiding by all pertinent rules and regulations of Seguin Fire and Emergency Medical and the Texas Fire Academy.
 - b. Maintaining patient information confidentiality.
 - c. Arriving and departing at the times scheduled.
 - d. Wearing the required uniform and name tag, and conducting themselves professionally during contact with patients, families, and staff of Seguin Fire and Emergency Medical.
 - e. Requesting and making available to Seguin Fire and Emergency Medical a Criminal History/ Background Check.
 - f. Providing proof of Health Insurance coverage.
 - g. Instruct assigned students and faculty that confidentiality of medical information of the patients of Seguin Fire and Emergency Medical must be maintained at all times by student and faculty of TFA as required by law and the policies of Facility and that the obligation to maintain confidentiality shall continue even if this Agreement is terminated;

2. Responsibility of Seguin Fire and Emergency Medical

1. Provide learning experiences as available with appropriate supervision as consistent with the individual student's competency level and the program's field internship objectives.
2. Provide the current CDC recommended testing and treatment for students who have, during an assigned rotation, significant contact from a contaminated needle or who have had contamination to an open wound or mucous membrane.
 - a. Any and all costs associated with the tests and/or treatment for these exposures will be the responsibility of the individual student.
3. Designate a liaison to communicate with the TFA Program Coordinator regarding the field internship experience and student performance.
4. Seguin Fire and Emergency Medical retains the right to remove a student from pre-hospital internship when continuance would interfere or jeopardize patient care.

Joint Responsibilities

1. TFA and Seguin Fire and Emergency Medical through their designated liaisons, will negotiate the number of students to be assigned to field internship and the hours of rotation.
2. The liaisons will consult periodically to review and mutually improve the field internship educational experience as needed.
3. Both parties shall inform each other in a timely manner, changes in either personnel or curriculum.
4. It is agreed that both parties will conduct the field internship program in a manner consistent with applicable standards of their respective accrediting agencies/bodies.
5. The faculty and students will have received and successfully completed HIPAA Privacy Training prior to assignment in the Agency. In addition, Faculty and students as employees and affiliates of TFA will have signed an agreement accepting legal and ethical responsibility to safeguard the privacy of all patients and protect confidentiality and security of all health information.
6. Faculty and students will be subject to the rules and regulations established by Seguin Fire and Emergency Medical.
7. The students will have a current immunization record for tetanus, measles, mumps, rubella, Varicella, hepatitis B, and individual results of a current (within one year of the clinical experience assignment) TB skin test and/or chest x-rays reports if TB test was positive.
8. Each student will have completed instruction in infection control practice and its application, universal precautions, and CPR prior to the first clinical experience at Seguin Fire and Emergency Medical, evidence to be provided upon reasonable request.

3. Term and Termination

This Agreement shall commence on the Effective Date stated herein above and shall continue until **December 1st, 2021**. This Agreement shall automatically renew for successive one (1) year terms thereafter. Either Party may terminate this Agreement, with or without cause, by providing the other sixty (60) days prior written notice of its intent to terminate. Termination shall be effective at the end of the semester during which notice is given. Seguin Fire and Emergency Medical shall not be required to provide its facilities for clinical practice for students who enroll in the TFA Program subsequent to the date of the notice of termination, and those students already assigned to receive clinical practice at Seguin Fire and Emergency Medical shall have the opportunity to fully complete the course of study which is in progress.

AMBULANCE ROTATION POLICY

THINGS YOU MAY DO DURING YOUR AMBULANCE INTERNSHIP

❖ **You may assist with the following, under supervision and approval of the senior crew member:**

- Vital signs.
- Blood glucose level.
- Aspirin administration
- Assist / Coach Nitroglycerin administration
- Oxygen administration NC/NRB
- Small-Volume Nebulizer
- CPR compressions and ventilations.
- Assist with patient assessment.
- Minor bandaging and splinting with assistance.
- Use the run report to compile information for your documentation.
- Apply heart monitor leads with assistance.
- Spinal motion restriction.

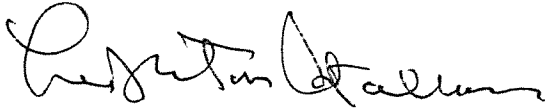
THINGS YOU MAY NOT DO DURING YOUR AMBULANCE INTERNSHIP

- Any invasive procedures (shots, IVs, administer medications not taught in the EMT course, intubation, EGTA or EOA, cardioversion, manual defibrillation).
- Monitor a patient without a certified EMT, Intermediate, or Paramedic crew member being present.
- Operate any vehicle.
- Operate any patient transport device while a patient is onboard. **(STRETCHER)**

5. The uniform identifies you to the public and hospital staff as an EMS student and presents a professional appearance. The classroom dress code policy will be enforced during all ambulance and hospital rotations.

NOTE: It is the student's responsibility to know and only perform tasks that are within their scope of practice. Any task that falls outside this scope of practice will not be performed, even if asked by a crew member. Explain that you are not permitted to perform a particular task as a Basic student, and if this becomes an issue, contact the Course Coordinator immediately. Failure to comply with the scope of practice policy will result in expulsion from the course.

THE TEXAS FIRE ACADEMY EMS EDUCATION DIVISION RIDE OUT CONTRACT



Leighton Stallones
President
Hays County Emergency Services District #3
And
Texas Fire Academy
Date: 01/06/2020

Michael Vayo
Course Coordinator
Texas Fire Academy
Date: 01/06/2020
512-749-1198

Seguin Fire and Emergency Medical
Date:

