

Emergency Medical Services Education (EMSE) Request

General Information

The COVID-19 pandemic and other long-term factors created staffing challenges in the Texas and National emergency medical services (EMS) industry. Almost every Texas EMS agency continues to experience significant staffing shortages due to EMS professionals feeling the impact of responding to COVID-19. In addition, EMS professionals are leaving the field at a higher rate than ever due to burnout, the risk of COVID-19, and new career opportunities outside of EMS that can offer higher salaries, among other factors. The Texas Department of State Health Services (DSHS) released data indicating that only 35 percent of licensed Texas EMS professionals submitted a patient care report during the first eight months of 2021.

The 87th Texas Legislature recognized the EMS workforce crisis and appropriated \$21.7 million during the third special session to create an EMS education and retention initiative.

The EMS education scholarship funds are distributed based on a documented need. The process strives to meet the needs of the EMS providers. It relies on input from the Regional EMS Offices to determine the severity of the problem and recommendations on funding.

The Department of State Health Services will provide EMS education to students who agree to perform emergency medical services (EMS) for at least one (1) year with a local emergency medical services provider at the EMT level and two (2) years for AEMT and Paramedics. Students who fail to test or become certified and fulfill this agreement within 90 days of the official last day of class may have administrative action taken against them, including but not limited to tuition repayment.

Procedures for Completion and Submission of EMSE Scholarship Funding

Follow the steps below to ensure consideration of your request.

1. Review the EMSE funding program request document thoroughly. Incomplete or incorrectly completed forms may result in delay or denial of your request.
2. Complete the EMSE Funding Application, student agreement forms, and course schedule. These are to be completed for and by the course sponsor, course coordinator, or by a sponsoring EMS provider. Incomplete forms will delay the processing of your request, which will delay your proposed course start date.
The completed application and all supporting documents must be submitted and approved prior to your proposed course start date.

Submission

The EMSE scholarship funding application and all other supporting documents must be submitted to your regional advisory council (RAC).

Signatures of the course coordinator, course sponsor, or sponsoring EMS provider are required to process the submitted request to affirm all parties are aware of this course and that all information submitted on the application is accurate.

Note: Do not start a class before receiving final approval. *Once the application for EMSE scholarship funding is complete and the RAC verifies all information, the RAC reviewer will forward the application and related documents to the appropriate staff for approval and processing. Reimbursement **will not** be authorized for any requested EMSE scholarship funding course begun without prior approval.*

Penalties

Falsifying or omitting documentation related to the need or situation will result in revocation of funds. Persons who knowingly submit erroneous or fraudulent information will be subject to actions by the DSHS in accordance with either 157.16 (relating to provider license) or 157.36 (relating to EMS personnel), as appropriate. It is understood that it is a Class A misdemeanor violation of Texas Penal Code sec. 37.10 to submit a false statement to a governmental agency.

Approval process

▶ Approval

1. Upon receipt of a complete application, the RAC will compile the application information to ensure complete information is ascertained for approval.
2. The RAC will then approve the EMSE application.
3. The RAC will make payment to the EMS Education Program or the EMS Provider.
4. An EMSE scholarship application will not be approved for payment if the course starts prior to the official notification by the RAC.

Note: *Each EMSE scholarship funding application will have a prescribed start and end date, which should be ample time to complete the course. (EMT – maximum of 120 days to complete, AEMT – maximum of 240 days to complete, Paramedic – maximum of 365 days to complete) The end date of an application, though firm, can be extended under extenuating circumstances. **It is essential that the education sponsor contact the RAC immediately if, for some reason, the course cannot be completed by the approved date.***

Approval of EMSE scholarship funding applications will be determined based on the approved statement of work provided to the RAC and approved by DSHS. In addition, applications from rural or underserved counties and counties with a demonstrated need for EMS education will be given special consideration.

- **Rural** Criteria: A county or area with less than 50,000 in population, and EMS care exists with a response time of ten minutes or more.
- **Underserved** Criteria: A county or area in which the minimum level of or timely response of EMS care does not exist, such as EMS response time is delayed due to impact from the lack of staff.

▶ Non-Approval

1. If the RAC does not recommend funding the EMSE request, an email will be routed to the requesting person or entity.
2. The requesting person or entity has the right to appeal the decision to the RAC leadership.
3. The requesting person or entity has the right to appeal the decision to the DSHS leadership for final consideration.

Special Notes

Do not start a class before receiving final approval, as any class that begins without prior approval will not be funded.

The EMS education sponsor or EMS provider will not be compensated for any expenses incurred before the start of the class that are not explicitly stated within the approved application, with the exception of educational supplies or materials. Payments will only be made to the EMS education sponsor or EMS provider named in the application that is specified to be no higher than the following amount:

- Paramedic Education at \$8,000 per person
- Advanced-EMT Education at \$3,200 per person
- EMT Education at \$2,000 per person

Submission of Application

Application requests will be submitted to your local RAC.

Payment Process

RACs will enter into an agreement with an EMS education program or EMS provider.

It is the responsibility of the education program or sponsoring EMS provider to provide the education, books, necessary materials, and the student cost for taking the National Registry EMT examination process one (1) time.

For auditing purposes, the person or entity submitting the application must have a valid Taxpayer Identification Number [either an Employer Identification Number (EIN), Vendor Identification Number (VIN), or Texas Identification Number (TIN)] before entering into an agreement with the local RAC. Valid Taxpayer Identification Numbers are issued for the purpose of tax administration and are not intended for participation in any other activities (e.g., tax lien auction or sales, lotteries, etc.). The person or entity who submits the application must be in good standing with the state, and if applicable, their franchise tax account status must be "active." For more information or to verify your status, please visit the Texas Comptroller of Public Accounts [website](#).

EMSE Scholarship Standards

Scholarships will be provided based on the following standard(s):

1. The EMS course sponsor or the sponsoring EMS provider will receive the amount directly from the RAC in the amount stated above.
2. The amount will be forwarded to the EMS education program or the sponsoring EMS provider before the student starts the course.

Book(s) and Course Material(s)

Costs of textbooks, education materials, and one (1) NREMT exam should be considered in the scholarship amount stated above.

Travel or Employment Compensation

There will be no travel costs or backfill payments for employers when the student is in class. The intent of this project is to provide future EMS personnel with education leading to EMS certification at minimum cost to the student.

EMSE Funding Application

Failure to complete all applicable information may delay application processing/approval.

1. Name of sponsoring agency/organization or EMS education program
2. Physical address (street, city, and zip code)
3. Mailing address, if different from physical (PO box, street, city, and zip)
4. EMS Provider license number
5. County or counties your service provides care to
6. Regional Advisory Council/Trauma Service Area
7. Name of EMS education program if an EMS provider provides the application
8. A signed agreement by the student to provide EMS in an ambulance for one (1) year for EMT and two (2) years for AEMT and Paramedic within 90 days of the last official day of class
9. Projected start and end date of the course

Counties with less than 50,000 in population or underserved areas will be considered higher priority for funding.

Counties with higher population levels will be determined on a case-by-case basis.

Course Sponsor County

- To be completed by the course sponsor.
- Signature of Course Coordinator is required.
- A valid Taxpayer Identification Number (TIN) should be listed in the application process. If a TIN is not assigned, go to the Texas Comptroller of Public Accounts [website](#) for directions on how to obtain one.
- Type of Entity: Non-Profit or For-Profit AND indicate if with the City or County (if applicable).
- If the above information or forms are not submitted and completed, your application request may be withheld, which could delay the course start date.

Sponsor (Firm Name)			
Firm Administrator			
Firm Mailing Address		TX	
Firm Physical Address		TX	
Phone #			
Office #			
DSHS Firm ID #			
Email Address			
Employer Identification Number (EIN)			
County			
Course Start/ End Date	Start Date:	End Date:	
Number of Students	Entity Type:		

Course Sponsor-Continued

Name of Course Coordinator or EMS Provider	
Name of Medical Director	
Medical Director Office Mailing Address	
City, County, and Zip	
Office Phone:	Email Address:

Course Coordinator Signature

Date

To be completed by RAC Staff:

Contract Start/End Date	
Contract Amount	
Course Number:	
Comments:	

Information on the EMSE Course

Coordinator Name			
Name of Education Program Affiliation			
<input type="checkbox"/> To verify that the EMS Education Program is aware and has agreed to allow students to test upon completion, check this box.			
Mailing Resident Address		TX	
Physical Resident Address		TX	
Phone #			
Office and Fax #	Fax:		
DSHS EMS ID #			
Email Address(es)			
County of Course			
Course Start/End Dates	Start Date:	End Date:	

Student Agreement

I, _____ (print name of student), agree to provide one (1) year of service as an EMS provider in an ambulance at the EMT level or two (2) years as an AEMT or Paramedic for which I received this education. In return for receiving the EMSE scholarship under the 87th Texas Legislature, Senate Bill 8, I will successfully complete the class and the NREMT certification examination. I understand that failure to complete the required year(s) of service may cause the Texas Department of State Health Services to take administrative action against me, including but not limited to tuition repayment.

Print Name:	
Mailing Address:	
City, Zip, and County:	
Contact Phone Numbers:	
Email:	
Sponsoring EMS Provider:	
Signature:	Date: