



# **EMS Education Funding Process & Application Packet**

September 1, 2022 – December 31, 2024

## **EMS Education Scholarship Funding Application**



DETRAC is a 501(c)(3) non-profit organization, that serves seven Texas counties to include: Angelina, Nacogdoches, Polk, Sabine, San Augustine, San Jacinto, and Tyler County. DETRAC is comprised of EMS, hospitals, first responder organizations, and other pertinent stakeholders to address issues between rural and urban emergency health care and create a regional trauma system plan.

The 87<sup>th</sup> Texas Legislature, through Senate Bill 8, provided DSHS with \$21.7M funding for the recruitment and retention of EMS personnel. DSHS has in turn provided DETRAC with approximately \$ 180,684.94 to assist with the education and retention of EMS personnel through training, instruction, and outreach. In accordance with Senate Bill 8, 65% of the funding is reserved for rural counties and 35% is reserved for underserved counties.

***Rural:** A county or area with less than 50,000 in population*

***Underserved:** A county or area in which the minimum level of EMS care is diminished or does not exist.*

Applications will be processed on a first come, first served basis. We ask our local EMS providers to sponsor applicants and support them through the entire training process! In return, Scholarship Applicants will commit to volunteer/work 1 year (EMT) or 2 years (AEMT, EMT-P) in your agency. **The completed application and all supporting documents must be submitted to DETRAC no later than 30 days prior to the proposed start date. Do not start a class before receiving final RAC approval.** *Reimbursement will not be authorized for any requested EMSE scholarship funding course begun without prior approval.*

Contact [detrac@detrac.org](mailto:detrac@detrac.org) for a list of EMS agencies and their contacts in your county!



## Completed Packet Checklist

Required documentation:

- Scholarship Application
- EMS Sponsoring Agency Information
- Education Entity Information
- Enrollment course fee schedule and book ISBN number and cost
- EMS Sponsoring Agency/Scholarship Applicant Agreement

**DO NOT ENROLL IN A COURSE PRIOR TO  
APPLICATION APPROVAL OR SCHOLARSHIP  
MAY BE DENIED**



## EMS Education Funding Process

**STEP 1 -** Interested applicants have reached out to potential EMS Sponsor Agency via information provided by DETRAC, DSHS, or an EMS agency. The EMS Agency has agreed to be the Sponsor for the Scholarship Applicant (e.g., pre-employment verification, drug screening, scholarship packet, hiring, post exam follow up). Scholarship applicants register for a DSHS approved EMS provider course and provides proof of acceptance, cost of tuition and educational materials/books to EMS Sponsor Agency. Scholarship Applicant signs commitment to volunteering/working a minimum of 96 hours per month for EMS Sponsoring Agency to remain eligible for scholarship.

**STEP 2 -** EMS Sponsor Agency provides completed application packet to DETRAC showing proof of enrollment and educational costs due to the education entity for training class and educational material (not to include student uniform, lab coat, required equipment, etc.). Course must begin after September 1, 2022, to be eligible.

**STEP 3 -** DETRAC approves application packet and issues scholarship check to the EMS Sponsoring Agency to pay for the tuition and educational materials on behalf of the Scholarship Applicant. The EMS Sponsoring Agency sends proof of payment back to DETRAC.

NOTE: Scholarship Applicant becomes a student, attends, and passes class.

**STEP 4 -** Scholarship Applicant takes National Registry (NR) exam within 90 days of class completion and passes exam. Student as well as completes TX DSHS requirements for certification (fees not reimbursable by this program).

If Scholarship Applicant passes National Registry exam on first attempt, DETRAC will validate and provide an incentive to the education entity (*See Payment Appendix*).

If Scholarship Applicant does not pass National Registry exam on first attempt, student will need to reschedule test and pay for any additional attempts made.

**STEP 5 -** Scholarship Applicant becomes Employee or Volunteer for EMS Sponsoring Agency and begins working/volunteering a minimum of 96 hours per month for the duration of the commitment.

A signed agreement 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 will be submitted with initial application packet.

At the end of the commitment period, EMS Sponsoring Agency will sign an affidavit of completion and submit a copy to DETRAC.

Failure to complete all steps with suitable documentation will result in the EMS Sponsoring Agency refunding the scholarship funds to DETRAC.



## Application Requirements

**A complete EMS Application Packet submitted to DETRAC by EMS Sponsoring Agency to include:**

- EMS Sponsoring Agency Information
- Education Entity Information
- Signed Scholarship Applicant Agreement

### **EMS Sponsor Agency Information**

- *Name of EMS Sponsoring Agency*
- *Type of Entity: Non-Profit or For-Profit*
- *Address*
- *County*
- *Name of Applicant being sponsored*
- *Type of course*
- *Start and end dates to complete the course prior to submitting the application.*
  - *EMT max of 120 days to complete*
  - *AEMT max of 240 days to complete*
  - *Paramedic max of 365 days to complete*
- *The NR exam must be completed by the student within 90 days of course completion*
- *Commitment must start within 90 days of completion of the course.*
- *If approved, CATRAC will provide the cost for education, books, necessary materials, and cost for first attempt at the NREMT test.*
- *Agency completing application must have:*
  - *A valid Taxpayer Identification Number (SSN, ITIN, EIN)*
  - *Be in good standing with the state*
  - *If applicable, franchise tax account status must be active*
- *If the above information or forms are not submitted and completed, your application request may be withheld, which could delay the course start date.*
- *These funds are not to be used outside of annual budgetary process by the EMS Sponsoring Agency*

### **Education Entity Information**

- *EMS course is approved by DSHS before providing any funding to the EMS education program or licensed EMS provider*
- *Must include education entity in good standing with DSHS*
- *Course coordinator's contact information*
- *Proof of enrollment, if completed*
- *Documented program fees for tuition and books*



### Scholarship Application

1. Name of Scholarship Applicant:	
2. Mailing Address:	
3. City, State, Zip:	
4. County	
5. Phone:	
6. Email:	

### EMS Sponsoring Agency Information

1. EMS Sponsor Agency:	
2. EMS Sponsor Agency Administrator:	
3. Physical address (street, city, zip):	
4. Mailing address, if different from physical (PO box, city, zip):	
5. EMS provider license number:	
6. Agency type: Non-Profit or For-Profit	
7. County or counties you serve:	
8. RAC or TSA: (DETRAC)	
9. Name of Medical Director:	
10. Medical Director phone (office or cell):	
11. Medical Director email address:	



## Education Entity Information

1. Name of Education Entity:	
2. Name of course coordinator:	
3. Physical address (street, city, zip):	
4. Mailing address, if different from physical (PO box, city, zip):	
5. Phone (Office):	
6. Phone (Fax):	
7. DSHS EMS ID#:	
8. Email address:	
9. County of Course:	
10. Type of Course*:	
11. Course Number:	
12. Course start and end date**:	
13. Copy of program fees*** and book cost	

\*Choose one: Initial EMT, Initial AEMT, Initial Paramedic, EMT to AEMT, EMT to Paramedic

\*\* EMT max of 120 days, AEMT max of 240 days, Paramedic max of 365 days to complete from start

\*\*\* Enrollment course fee schedule and book ISBN number and cost

I, \_\_\_\_\_, a dually authorized agent of the EMS Sponsoring Agency attest that \_\_\_\_\_ (Scholarship Applicant) is being sponsored. Further, I hereby attest that funding associated with this program will not supplant previously budgeted, authorized, or intended funds for EMS Education and will comply with all Texas Grant Management Standards (TxGMS).

\_\_\_\_\_  
EMS Sponsor Agency Representative Signature

\_\_\_\_\_  
EMS Sponsor Agency Representative Printed

Date \_\_\_\_\_



## Scholarship Applicant Agreement

1. Name of Scholarship Applicant:	
2. Mailing Address:	
3. City, State, Zip:	
4. County:	
5. Phone:	
6. Email:	
7. EMS Sponsoring Agency:	
8. Commitment Type: Volunteer / Employment	
9. Commitment Range: (e.g., May 22, 2023 to May 22, 2024/2025)	

In return for receiving the EMS scholarship under the 87th Texas Legislature, Senate Bill 8, I, \_\_\_\_\_ (scholarship applicant), will successfully complete the class, the NREMT certification examination, and TX DSHS Certification. I understand that failure to complete the required year(s) of service may cause the Texas Department of State Health Services (DSHS) to take administrative action against me, including but not limited to tuition repayment.

I understand that I am required to fulfill the following (may be required to refund the money).and to provide volunteer or employment service as an EMS provider in a DSHS licensed ambulance at one of the following: (select one)

- EMT – One year                     
  AEMT – Two years                     
  Paramedic – Two years

\_\_\_\_\_  
Signature of Scholarship Applicant

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
EMS Sponsor Agency Representative Signature

\_\_\_\_\_  
EMS Sponsor Agency Representative Printed

Date \_\_\_\_\_





**Senate Bill 8**  
**EMS Recruitment and Retention**  
**Affidavit of Completion**

I, \_\_\_\_\_, a dually authorized agency representative of the EMS Sponsoring Agency, attest that \_\_\_\_\_ (print name) has completed their volunteer/ employment commitment as outlined in their application packet as of \_\_\_\_\_ day of \_\_\_\_\_ month, \_\_\_\_\_ year.

\_\_\_\_\_  
EMS Sponsor Agency Representative Signature

\_\_\_\_\_  
EMS Sponsor Agency Representative Printed

Date \_\_\_\_\_



## **Payment Appendix**

The RAC will make scholarship payments to the EMS Sponsoring Agency prior to the student starting the course, to cover education, books, necessary materials, and the student's cost for one National Registry EMT examination process at the following maximum amounts based on past history of cost for the same education. DETRAC will provide funding up to the following amounts per course:

\$2,000 - Emergency Medical Technician (includes \$98 fee for NR exam)

\$3,200 - Advanced Emergency Medical Technician (includes \$136 fee for NR exam)

\$8,000 – Paramedic (includes \$152 fee for NR exam)

## **Incentive Program**

Incentive programs based on individual enrollment pass rate average (student pass rate):

\$100.00 per student enrolled in an EMT course who passes the NREMT exam on his or her first attempt.

\$150.00 per student enrolled in an AEMT course who passes the NREMT exam on his or her first attempt.

\$200.00 per student enrolled in a paramedic course who passes the NREMT exam on his or her first attempt.