

Princeton Rescue Squad

1 Year Educational Business Objectives: 2019-2020

OBJECTIVES:

1. Obtain accreditation through ACCET
2. Initiate a Paramedic Program
3. Generate revenue through EMS and Community Education Programs

OPERATIONAL STRATEGIES:

1. Completion of ACCET's ASER and Site Visit procedures to obtain accreditation
2. Upon receipt of accreditation certification through ACCET:
 - a. Submit request to ACCET for the Paramedic Program to be added into the Education Dept. Catalog
 - b. Collect the signed MOU with Concord University to recognize graduates of the Paramedic Program for college credit upon enrollment at Concord University
 - c. Submit request to the WVOEMS for licensing inspection for Paramedic program delivery.
 - d. Submit a Letter of Request and the Letter of Review Self Study Report (LSSR) to CoAEMSP seeking programmatic accreditation.
 - e. If a Letter of Review is granted from CoAEMSP, the Education Dept will submit its Annual Report and enroll its 1st cohort under the CoAEMSP LoR status.
3. Generate Revenue with courses offered:
 - a. Strategize methods to market current programs
 - b. Implement marketing opportunities
 - c. Increase "foot traffic" through the new facility by incorporating
 - i. Regional Workshops sponsored by the WV Public Service Training Office
 - ii. Offer EMS Educator Workshops sponsored by the National Association of EMS Educators
 - iii. Utilizing the Community Building for local venues and EMS related regional meetings

PROJECTED TIME FRAME FOR IMPLEMENTATION, COMPLETION, & EVALUATION:

1. ACCET Accreditation
 - a. Implementation: 2018-2020
 - b. Completion:
 - i. ASER Submission by August 2019
 - ii. Readiness Visit by October 2019
 - iii. Site Visit by February 2020
 - c. Evaluation:
 - i. Prepare the building for Readiness Visit: September 2019
 - ii. Make necessary corrections indicated from the Readiness Visit Results: October 2019-December 2019
 - iii. Analyze and prepare to respond to reported weaknesses: March 2020-April 2020
2. Paramedic Program
 - a. Implementation: 2018-2020
 - b. Completion:
 - i. Request for ACCET consideration of Paramedic program implementation: May 2020
 - ii. MOU with Concord University: No later than May 2020
 - iii. Request for WVOEMS Licensing inspection: May 2020
 - iv. LSSR submission June 2020
 - v. LOR received: July 2020
 - vi. Enroll the first cohort August 2020

- c. Evaluation will be actively taking place throughout May 2020- August 2020
- 3. Revenue
 - a. Strategize methods: January 2020
 - b. Implement marketing opportunities: February-December 2020
 - i. Evaluation: January 2021
 - c. Engaging externally sponsored events: March 2020
 - i. Evaluation: January 2021

ESTIMATED FINANCIAL AND PERSONNEL RESOURCES:

- 1. ACCET
 - a. \$15,000.00 for ACCET Accreditation (including readiness visit, resources, & site visit)
 - b. Education Director will be responsible for heading this project, and will delegate responsibilities as necessary:
 - i. Administrative Assistant
 - ii. Department Chairs
 - iii. Instructional Faculty
 - c. The CEO, COO, Operations Administrator, and Medical Director will assist the Education Director as necessary to see through any issues and remain actively engaged in the evaluation of the process.
- 2. Paramedic Program
 - a. \$6,000.00 including CoAEMSP fees for LOR, LSSR, and technology fee.
 - b. The Education Director will be responsible for heading this project, and will delegate responsibilities as necessary:
 - i. Administrative Assistant
 - c. The CEO, COO, and Operations Administrator will assist the Education Director as necessary to see through any issues and remain actively engaged in the evaluation of the process.
 - d. The Medical Director will share the responsibility to ensure that all aspects of the educational program is sound and supports current evidence based medical practice.
- 3. Revenue
 - a. Administration, the Board of Directors, and the Public Relations team with the Education Director
 - b. Cost: \$10,000.00 with marketing strategies and PR personnel wages included

SUBSEQUENT EVALUATION METHODS:

The Board of Directors will review Oral and Written Status Report from the Administration Team which will be based on active discussions with the Education Director and include a review of the minutes from faculty, and Advisory Board meetings. Additionally, the Board of Directors will review the budget monthly and confirm approvals from governing entities such as accreditation.