

EMS Initial Education Programs – Add Instructional Personnel



GEORGIA DEPARTMENT OF PUBLIC HEALTH

42

EMS Initial Education Program – Add Personnel Click on Applications

	Test Initial Education Program (ZZZZ) AEMT Program, Paramedic Program	View Agencies Applications
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	Test Initial Education Program (ZZZZ) AEMT Program, Paramedic Program	Action
Applications		
Add Instructional Personnel to EMS Initial Education Program Roster This is the application where an EMS Initial Education Program Director can add Instructional Personnel to the EMS Initial Education Program Roster.		Apply Now

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43

Add Instructional Personnel to EMS Initial Education Program Roster

Add Instructional Personnel
Submit

▼ Program Name and Level

Initial Education Program Name

Designation Level(s)

EMR Program

EMT Program

AEMT Program

Paramedic Program

Designation Status

▼ Add Instructional Personnel

Click **Add Another** to add an additional person. When you are done adding a person, click on the **Done** button.

Note: It is not recommended to add more than 30-40 personnel at a time. If you need to add more, add 30-40 this time and complete the application again.

Click **Save and Continue** when you are done adding personnel.

*User to add (search by name, email address or medic license number)

44

▼ Add Instructional Personnel

Click **Add Another** to add an additional person. When you are done adding a person, click on the **Done** button.

Note: It is not recommended to add more than 30-40 personnel at a time. If you need to add more, add 30-40 this time and complete the application again.

Click **Save and Continue** when you are done adding personnel.

*User to add (search by name, email address or medic license number)

*Position (Select all that apply for each user)

EMS Education - Adjunct Instructor
 EMS Education - Clinical Coordinator
 EMS Education - Course Coordinator
 EMS Education - Lead Instructor

This field is required.

*Primary Job Role

*Responsibilities

Administrator/Manager
 Driver/Pilot
 Educator/Preceptor
 Fire Suppression
 First-Line Supervisor
 Patient Care Provider
 Rescue
 Other

*Employment Status

45

▼ Add Instructional Personnel

Click **Add Another** to add an additional person. When you are done adding a person, click on the **Done** button.

Note: It is not recommended to add more than 30-40 personnel at a time. If you need to add more, add 30-40 this time and complete the application again.

Click **Save and Continue** when you are done adding personnel.

User to Add	Position (Select all that apply for each user)	Primary Job Role	Responsibilities	Employment Status
<input checked="" type="checkbox"/> MaciFAKE Joiner	EMS Education - Clinical Coordinator, EMS Education - Adjunct Instructor, EMS Education - Lead Instructor	Educator/Preceptor	Administrator/Manager	Part Time Paid Employee
<input checked="" type="checkbox"/> DavidFAKE FAKEFAKEFAKE (FAKEFAKEFAKE12)	EMS Education - Lead Instructor, EMS Education - Course Coordinator	Administrator/Manager	Administrator/Manager, Educator/Preceptor	Full Time Paid Employee

Submit

Click **Submit** to add the personnel you have indicated to the EMS agency roster. Depending on the number of personnel you have added, the submission will take a little bit of time, so please be patient and do not refresh your browser.

46

Personnel

Use the *Position* drop down menu and the search box to search for personnel with specific positions or names. To view all personnel again, click *Clear*.

Click the *arrow* to the right of each person's name to view additional details about them. To view a list of documents submitted for that person, click the icon in the *Documents* column.

- Position -

Name	Positions	Number	Level	Issued	Expiration	Status	Docs	Training Report
<input type="checkbox"/> Joiner, MaciFAKE								
<input type="checkbox"/> FAKEFAKEFAKE MD, DavidFAKE (FAKEFAKEFAKE12)		FAKEFAKEFAKE12	EMT-Intermediate		10/09/2019	Suspended		
<input type="checkbox"/> FAKEFAKE, DavidFake J (P031081)		P031081	Paramedic	06/01/2020	03/31/2021	Active		

Select I Want To

Records 1-3 of 3 | [First](#) | [Previous](#) | [Next](#) | [Last](#) | Per Page

47

Removing Is Easier

- Position - Personnel GO CLEAR

<input type="checkbox"/>	Name	Positions	Number	Level	Issued	Expiration	Status	Docs	Training Report
<input checked="" type="checkbox"/>	Joiner, MaciFAKE								
<input type="checkbox"/>	FAKEFAKEFAKE MD, DavidFAKE (FAKEFAKEFAKE12)		FAKEFAKEFAKE12	EMT-Intermediate		10/09/2019 !	Suspended		
<input type="checkbox"/>	FAKEFAKE, DavidFake J (P031081)		P031081	Paramedic	06/01/2020	03/31/2021	Active		

Select I Want To **Go** Records 1-3 of 3 | First | Previous | Next | Last | Per Page 10

Remove Selected Users
Save License Numbers for Selected Users

Trauma Program Manager = ED Nursing Director = Cardiac Program Manager = EMS Liaison

48

- Position - Personnel GO CLEAR

<input type="checkbox"/>	Name	Positions	Number	Level	Issued	Expiration	Status	Docs	Training Report
<input type="checkbox"/>	FAKEFAKEFAKE MD, DavidFAKE (FAKEFAKEFAKE12)		FAKEFAKEFAKE12	EMT-Intermediate		10/09/2019 !	Suspended		
<input type="checkbox"/>	FAKEFAKE, DavidFake J (P031081)		P031081	Paramedic	06/01/2020	03/31/2021	Active		

Select I Want To **Go** Records 1-2 of 2 | First | Previous | Next | Last | Per Page 10

49