

Attention Course Sponsor Administrators:

**A Certified Lab Instructor (CLI) Course has been scheduled:
Sundays, February 3, 10 & 24, 2019
8:00 AM – 4:30 PM
LaGuardia Community College
29-10 Thomson Avenue, Room C-329
Long Island City, NY 11101**

Program Coordinator: William J. Schaub #2086

We will be accepting COMPLETE HARDCOPY applications VIA REGULAR MAIL from Course Sponsor Administrators.

Mail to: NYC Regional EMS Council, 475 Riverside Drive, Suite 1929, New York, NY 10115. Walk-in's NOT accepted.

THE CANDIDATE APPLICATION PACKAGE MUST CONTAIN:

1. ORIGINAL – Letter of recommendation (on official letter-head) from the Course Sponsor Administrator of the Course Sponsorship that will be providing the instructor internship.
 2. **ORIGINAL – NYS DOH form 65: *Application for EMS Certification – if this completed form is not received, candidate will be excluded from class list.***
 3. **COPY – NYS DOH form 2260: Application for Instructor Certification (Applicant must retain the original for later submission to NYS DOH BEMS)**
 4. **COPY** of the candidate's current EMT/EMT-P card – front and back sides with scores.
 1. Candidate must have current certification as a NYS EMT or higher.
 5. **There is a \$100 course fee for each candidate.** Payments must be made in the form of a Money Order to the Regional EMS Council of NYC. Personal checks will not be accepted.
- Once a candidate is accepted into the course, no refunds will be made. Entry into this course does not guarantee passing.
 - Candidates must show skill mastery as part of the CLI course. Course Sponsors should only recommend candidates who can fulfill this requirement.
 - Students should purchase 'Foundations of Education: An EMS Approach' written by the by National Association of EMS Educators prior to start of class.
 - **Only ORIGINAL applications received from Course Sponsor Administrators will be accepted. Applications submitted by candidates will be returned.**

Additional information can be found on NYS DOH BEMS Policy 16-02: Instructor Certification <https://www.health.ny.gov/professionals/ems/pdf/16-02.pdf>

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