

## **Regional Workforce Pipeline EMS-Paramedic Program Partnership**

### **Memorandum of Understanding (MOU)**

**between**

**Central Virginia Community College, New River Community College and**

**Virginia Western Community College**

**Introduction:** The purpose of this Memorandum of Understanding (hereafter “Agreement”) is to define the terms of agreement between Central Virginia Community College (hereafter “CVCC”) originating institution, New River Community College (hereafter “NRCC”) receiving institution and Virginia Western Community College (hereafter “VWCC”) receiving institution, collectively referred to as “Party” or Parties”, related to the delivery of shared classes in the Emergency Medical Services (EMS) - Paramedic program (hereafter “Program”), including credit and non-credit. Paramedic-specific courses within the Program are either a lab or lecture. General education courses will be available to all students at NRCC or VWCC. Didactic instruction for non-general education lecture courses will be delivered by CVCC. **Appendix A** outlines the course sequence by the Parties. Lab courses will be taught at each Parties’ institution with the oversight of the Regional EMS-Paramedic Program Director who is employed by CVCC.

This agreement will be reviewed on an annual basis for the first two years then bi-annually by the respective administrative officers of each participating college.

#### **Terms:**

- 1. Funding.** Effective Fiscal Year (FY) 2025, Program is established for the GoVA initiative with the support of \$4,937,042 through a one-time VCCS legislative allocation of FY2025 Workforce Pipeline Funds. The one-time allocation includes operating (\$1,132,000) and capital (\$3,805,042) funding approved for capacity building purposes as described in the collaborative project proposal provided by CVCC, NRCC, and VWCC (**Appendix B**). Ongoing funding and sustainability of the Program’s shared expenses will be agreed upon within this Agreement. Required reporting will be completed collaboratively by all Parties.
- 2. College Accreditation.** This Agreement certifies that each Party is fully accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees, diplomas, and certificates. Notice of any change in the accreditation status of the Parties must be reported to the president of each Party and the EMS - Paramedic Program Director. This report must be made in writing by the affected Party within 30 days of notification by SACSCOC.
- 3. Program Accreditation.** This Agreement certifies that the CVCC Program is fully accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) and has undergone an accreditation self-study and site visit in March of 2023. The Program was awarded continuing accreditation (**Appendix C**). The next comprehensive evaluation of the program, including a site visit, is scheduled to occur no later than 2028. Notice of any change in accreditation status of the CVCC Program will be provided to the president of each Party. CVCC’s Paramedic Program Head will

serve as the Regional EMS-Paramedic Program Director. CVCC maintains a medical services director for the Program. Shared costs per college are outlined in **Appendix D**.

4. **Program Policies and Procedures.** All program policies and procedures in place for the accredited Program at CVCC will apply to students participating in the Program at NRCC or VWCC. These policies and procedures include Program philosophy, goals and objectives, curriculum, course objectives and content, program and course assessments, and admissions criteria.
5. **The Employing Institution.** The Regional EMS-Paramedic Program Director will be employed by CVCC. In fiscal year 2025, salary and benefits totaling \$134,449.92 are paid in full using the CVCC operational fund allocation from the Workforce Pipeline grant funding. Program shared expenses are outlined in **Appendix D**.

Full- and part-time Program faculty and staff will be hired and employed by the respective Party in compliance with college and Program accreditation and to meet the instructional needs for the Program.

6. **Payment Terms.** Each Party will be responsible for funding the respective expenses associated with running the Program on their campus. Direct expenses such as full- and part-time Program faculty and staff, clinical and field internships, consumables, and equipment replacement will be the responsibility of the respective Party at which the expense occurs.

Program shared expenses are outlined in **Appendix D** and include the Regional Program Director's salary and fringe benefits, Medical Director cost, and Program accreditation membership fees and related travel. Shared cost percentages will be reviewed at time of Agreement renewal.

For non-credit (Fast Forward) Program offerings, a revenue sharing model will be utilized that considers course completion and a percentage split of tuition as outlined in **Appendix D**. CVCC's costs will be covered by a percentage of tuition, on a per student basis, with NRCC or VWCC retaining 60% and CVCC receiving 40% of the tuition collected. See **Appendix D** for revenue sharing breakdown based on current year Fast Forward Program rates. Course enrollment minimums may apply.

7. **Instructional Delivery.** Each Party delivering instruction for the Program will employ and credential the faculty, schedule the classes, and pay the faculty within VCCS, SACSCOC, and CoAEMSP policies and standards. Didactic course delivery initiated by CVCC will be supported by technology used for synchronous and asynchronous course delivery. Labs, clinical, and didactic instruction may require in-person, virtual, and/or hybrid components for course completion and as defined in course schedules as part of the Program. The Regional EMS-Paramedic Program Director ensures the ongoing assessment and review of courses and programs within the Program pathway.
8. **Fast Forward:** Consistent with the flexibility designed to meet regional workforce needs with Fast Forward programming, each Party may implement a Program based on those needs. In each

case, NRCC or CVCC will retain the student, enroll and establish eligible funding, and award the credential under Fast Forward, while CVCC's Regional EMS-Paramedic Program Director provides oversight under accreditation standards. CVCC hosted Fast Forward Programs begin on a rotating basis. NRCC and/or VWCC students may join a scheduled CVCC cohort, or a cohort may be collaboratively initiated by the Parties based on regional demand. Course delivery will mirror the credit program. In each case, the didactic course delivery will be initiated by CVCC and will be supported by technology used for synchronous and asynchronous course delivery for participating students at each site. Labs, clinical, and didactic instruction will be hosted at NRCC or VWCC and may require in-person, virtual, and/or hybrid components for course completion and as defined in course schedules as part of the Program. The Regional EMS-Paramedic Program Director ensures the ongoing assessment and review of courses and programs within the Program pathway. See **Appendix E** for revenue sharing breakdown based on current year Fast Forward Program rates. Course enrollment minimums may apply.

## 9. Student Support Services.

- a. **Advising.** Each Party will provide advising services to their students in consultation with the Regional EMS-Paramedic Program Director.
- b. **Enrollment.** Course enrollment may be required at NRCC or VWCC and at CVCC. The Regional EMS-Paramedic Program Director, based at CVCC, will serve as a resource in this process.
- c. **Financial Aid.** CVCC's Program is a G3 eligible program, and all program participants are encouraged to complete the Free Application for Federal Student Aid (FAFSA) and use CVCC's federal school code, 004988.
- d. **Program Materials.** CVCC will identify the program materials for credit and non-credit programs.
  - i. Credit program materials: In collaboration with the college bookstore (currently Follett), credit student course registration will be shared by each Party point of contact for credit enrollment. The bookstore vendor will ensure purchase is available through CVCC consistent with financial aid consortium agreements and books will be available for student pickup at the institution where students are taking their classes in-person.
  - ii. Non-credit program materials: Non-credit books will be ordered for students by the Party providing the class prior to each course start date.
- e. **Fast Forward.** Funding and student payment will follow Fast Forward funding guidelines.
- f. **Disability Services.** The Parties will provide appropriate accommodations to students with documented disabilities. Reasonable accommodations for laboratory and clinical components do not apply to competencies that are necessary for the student to be successful in the workplace in a laboratory science field. In addition to ADA accommodations, each Party will provide access to necessary academic and non-academic resources for student success including but not limited to computer access and library resource access.
- g. **Transcripts and Diplomas.** Students completing the program will be graduates of CVCC.

10. **Classroom Availability.** The Parties will provide sufficient facilities for lecture and lab courses along with appropriate technology for the transmission of the synchronous online components.
11. **Equipment Availability.** The Parties are responsible for providing the necessary consumables and equipment to offer instruction at their respective site.
12. **Technology and Network Availability.** The Parties are responsible for providing the necessary access to technology and networks and the technology support to offer instruction at their respective site.
13. **Course Delivery.** For credit and non-credit Programs, CVCC will deliver didactic portions of the program onsite and remotely to NRCC and/or VWCC using technology. Each Party will deliver lab sessions and coordinate clinical rotations for their respective students. **Appendix A** indicates the course delivery by each Party. General Education courses may be available for delivery by each Party or as part of Virginia Community College System (VCCS) Shared Services Distance Learning (SSDL).
14. **Curriculum Advisory Committee.** CVCC will maintain a curriculum advisory committee for the Program. NRCC and VWCC will recommend representatives from their regions to be included on this committee. Committee membership recommendations will be reviewed and shared annually by August 1 each year. The EMS-Paramedic Advisory Committee participates in the evaluation of the Program as it relates to the educational and occupational needs of the region. The CVCC local curriculum advisory committee shall meet as needed or at least once annually and will be convened by the Regional EMS-Paramedic Program Director at CVCC.
15. **Grievance Procedures.** Course grievances regarding any aspect of the course or part of a course that addresses perceived or actual breaches are the responsibility of the Party delivering the course and should be addressed by the processes of the delivering Party. Grievances for grades in shared courses are the responsibility of the Party delivering the course. Grievances related to the overall Program are the responsibility of CVCC.

**Student Finances.** Students will be program-placed at CVCC, which serves as the accredited institution for the Program.

Full-pay students enrolled in the Program will pay tuition and fees to the Party at which they are enrolled.

Students enrolled in the Program, paying through Financial Aid or a third-party contract, will pay the full tuition and fees for all courses at CVCC each semester. As part of this process, financial aid students will sign a Consortium Agreement provided by CVCC, specifying all courses they intend to take at NRCC or VWCC. Third-party contract students will provide documentation from their third-party vendor.

Under this agreement:

- CVCC, as the home institution, will process all financial aid and third-party contracts including determining the student's enrollment status and cost of attendance at NRCC and/or VWCC.
- NRCC or VWCC, as the host institution, will not process financial aid or third-party contracts for the student for the academic term covered by the Agreement.

- Both institutions will maintain the student's enrollment status without administrative withdrawal due to non-payment, provided all financial aid disbursements are completed in accordance with the Consortium Agreement or third-party contract.

Financial aid students receiving financial aid must complete a Consortium Agreement each semester of the Program that the student takes Program required courses at both institutions. The following process will be used:

- a) The student completes and signs the Consortium Agreement and submits it to the CVCC Financial Aid Office. The form will list both the student's NRCC or VWCC classes and credit hours with the applicable NRCC or VWCC tuition and mandatory fee rate for those classes.
- b) NRCC or VWCC financial aid administrator or designee will sign the form and return it to the CVCC's Financial Aid Office.
- c) CVCC's Financial Aid Office will adjust financial aid term enrollment status to reflect enrollment at both CVCC and NRCC or VWCC.
- d) CVCC Financial Aid Office will provide the CVCC Business Office with a list of the NRCC or VWCC students and dollar amount and CVCC Business Office will enter the NRCC or VWCC tuition and mandatory fee amount as a charge on the CVCC students' account.
- e) CVCC Business Office forwards the list to the NRCC or VWCC Business Office for review and processing.
- f) NRCC or VWCC Business Office will place the student on a third-party contract that reflects the same amount on the approved Consortium Agreement.
- g) CVCC will disburse financial aid to the students based on total enrollment status.
- h) NRCC or VWCC Business Office will send an invoice to the CVCC Business Office after the add/drop date for the semester for the amount approved on the Consortium Agreement.
- i) The CVCC Business Office will pay the Consortium invoice at the end of each term once enrollment and financial aid for the term is confirmed.
- j) If changes occur to a student's schedule at any time during the process, both Parties agree to notify the other Party of the changes as soon as they are known. CVCC will send the revised Consortium Agreement to the NRCC or VWCC financial aid administrator and to the NRCC or VWCC Business Office.

Third-party contract students must submit a contract from their vendor each semester of the Program that the student takes Program required courses. The following process will be used:

- a) The student submits the third-party payment documentation to the NRCC or VWCC Business Office, where they will be tied to a third-party contract to invoice CVCC. NRCC or VWCC will notify the third-party vendor that the invoice will be coming from CVCC.
- b) The NRCC or VWCC Business Office forwards the documentation to the CVCC Business Office.
- c) CVCC Business Office will enter the NRCC or VWCC tuition and mandatory fee amount as a charge on the students' account.
- d) CVCC Business Office will invoice the vendor.
- e) NRCC or VWCC Business Office will send an invoice to the CVCC Business Office after the add/drop date for the semester for the amount approved.
- f) The CVCC Business Office will pay the invoice at the end of each term once enrollment for the term is confirmed.
- g) If changes occur to a student's schedule at any time during the process, the Parties agree to notify the other Party of the changes as soon as they are known.

16. **Breaches of Agreement.** Breaches of this Agreement, either actual or perceived by the Parties will be addressed with the Regional EMS-Paramedic Program Director and the receiving Program faculty member(s) in a timely manner. If this cannot be resolved, the Parties appropriate



academic deans will work to find resolution. If this is a persistent situation, the Parties Vice Presidents work through this process before, ultimately referring a breach of Agreement to the Parties college presidents. If an actual violation has occurred, evidence of compliance with the cited violation must be provided within an appropriate time, depending on the severity of the violation, to prevent this Agreement from becoming null and void.

17. **Termination of this Agreement.** Termination of this Agreement may be made by the Parties. Should the agreement be terminated while students are actively enrolled, appropriate teach-out will be made available consistent with Program and college accreditation by CVCC for the completion of their program.

This Memorandum of Understanding is effective as of the date signed by participating parties and reflects their commitment to collaboration.

**For Central Virginia Community College**

Signature: \_\_\_\_\_  
Name: Dr. John S. Capps  
Title: President  
Date: March 18, 2025

**For New River Community College**

Signature: \_\_\_\_\_  
Name: Dr. Robert Brandon  
Title: President  
Date: March 18, 2025

**For Virginia Western Community College**

Signature: \_\_\_\_\_  
Name: Dr. Robert Sandel  
Title: President  
Date: March 18, 2025

**Appendix A - EMS-Paramedic Program Pathway**

Regional Workforce Pipeline EMS-Paramedic Program Pathway				
Course	Course Credits	Home Institution Course Credits (CVCC, NRCC, VWCC)	CVCC-Specific Course Credits	General Education Course Credits
<b>Semester 1</b>				
EMS 100 - CPR for Healthcare Providers <sup>1</sup>	Credits: 1	1		
EMS 111 - Emergency Medical Technician	Credits: 7	7		
EMS 120 - Emergency Medical Technician - Clinical	Credits: 1	1		
<b>Emergency Medical Technician, CSC - EMT Certificate</b>				
BIO 145 - Basic Human Anatomy and Physiology <sup>2</sup>	Credits: 4			4
<b>Total Semester 1</b>	<b>13</b>	<b>9</b>		<b>4</b>
<b>Semester 2</b>				
SDV 100 - College Success Skills <sup>3</sup>	Credits: 1			1
EMS 123 - EMS Clinical Preparation	Credits: 1	1		
EMS 180 - Advanced EMS Foundations	Credits: 1		1	
EMS 181 - Advanced Airway and Shock Management	Credits: 1		1	
EMS 182 - Advanced Airway and Shock Management Lab	Credits: 1	1		
EMS 183 - Advanced Medical Care	Credits: 2		2	
EMS 184 - Advanced Medical Care Lab	Credits: 1	1		
EMS 185 - Advanced Trauma Care	Credits: 2		2	
EMS 186 - Advanced Trauma Care Lab	Credits: 1	1		
EMS 170 - ALS Internship I	Credits: 1	1		
<b>Total Semester 2</b>	<b>12</b>	<b>5</b>	<b>6</b>	<b>1</b>
<b>Advanced Emergency Medical Technician, CSC -AEMT Certificate</b>				
<b>Semester 3</b>				
EMS 221 - Paramedic Cardiovascular Care	Credits: 3		3	
EMS 222 - Paramedic Cardiovascular Care Lab	Credits: 1	1		
EMS 223 - Paramedic Patient Care I	Credits: 3		3	
EMS 224 - Paramedic Patient Care I Lab	Credits: 1	1		
EMS 241 - Paramedic Internship I	Credits: 2	2		
ENG 111 - College Composition I	Credits: 3			3
PSY 230 - Developmental Psychology <sup>4</sup>	Credits: 3			3
<b>Total Semester 3</b>	<b>16</b>	<b>4</b>	<b>6</b>	<b>6</b>
<b>Semester 4</b>				
EMS 225 - Paramedic Patient Care II	Credits: 5		5	
EMS 226 - Paramedic Patient Care II Lab	Credits: 2	2		
EMS 246 - Paramedic Internship II	Credits: 2	2		
<b>General Education Elective</b>	<b>Credits:3</b>			<b>3</b>
<b>Total Semester 4</b>	<b>12</b>	<b>4</b>	<b>5</b>	<b>3</b>
<b>Semester 5</b>				
EMS 210 - EMS Operations	Credits: 1		1	
EMS 212 - Leadership and Professional Development	Credits: 1		1	
EMS 165 - Advanced Cardiac Life Support (ACLS)	Credits: 1	1		
EMS 163 - Prehospital Trauma Life Support (PHTLS)	Credits: 1	1		
EMS 167 - Emergency Pediatrics Course (EPC) <sup>6</sup>	Credits: 1	1		
EMS 164 - Advanced Medical Life Support (AMLS)	Credits: 1	1		
EMS 216 - Paramedic Review	Credits: 1	1		

EMS 249 - Paramedic Capstone Internship	Credits: 2	2		
Humanities	Credits: 3			3
<b>Total Semester 5</b>	<b>12</b>	<b>7</b>	<b>2</b>	<b>3</b>
<b>Total Program Credits</b>	<b>65</b>	<b>29</b>	<b>19</b>	<b>17</b>
<b>EMS-Paramedic AAS</b>				

<sup>1</sup> HLT 105 is an approved substitute.

<sup>2</sup> Taking both BIO 141 and BIO 142 are an approved substitute to BIO 145. Please note that students who complete BIO 141 and BIO 142 are exempt from completing the General Education Elective (3 credits) in the 4th semester (see footnote 5 below).

<sup>3</sup> SDV 101 is an approved substitute.

<sup>4</sup> PSY 200, PSY 205, SOC 247, and SOC 268 are approved substitutes for PSY 230.

<sup>5</sup> The general education elective must be a course in one of the general education categories - communication, humanities/fine arts, social/behavioral sciences, or natural sciences/mathematics. Students who complete BIO 141 and BIO 142 in lieu of BIO 145 are exempt from the general education elective.

<sup>6</sup> EMS 169 (PALS) is an approved substitute



## Appendix B-FY25 Workforce Pipeline Funds Award Notice

**From:** [Angela Lawhorne](#)  
**To:** [Capps, John](#); [rsandel@virginiawestern.edu](#); [phuber@nr.edu](#); [Bryant, Lewis](#); [manderson@nr.edu](#); [Lisa Ridpath](#); [ptanderson@nr.edu](#); [Ogden, Kristin](#); [ewilmer@virginiawestern.edu](#); [mrowh@nr.edu](#); [Ferguson, Jason](#)  
**Cc:** [Pete Nolan](#); [Steven LHeureux](#); [Will Johnson](#); [Michele Canull](#); [Holly Whistler](#); [Philmika Reid](#); [Emily Jones-Green](#); [Jason Williams](#); [Craig Herndon](#); [Randall Stamper](#)  
**Subject:** FY25 Workforce Pipeline Funds Award Notice  
**Date:** Tuesday, August 27, 2024 8:56:51 AM  
**Attachments:** [image001.png](#)  
[FY25 Workforce Pipeline Funds and one-time Capital Funds FAQs 20240724.docx](#)  
[FY25 Workforce Pipeline Funds Report Template.docx](#)

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Greetings,

### **Congratulations on the receipt of your FY25 Workforce Pipeline Funds!**

This email is to notify you that Region 2 is receiving \$1,132,000 in FY25 Workforce Pipeline Funds to support your regional projects. **Note: These are the operating funds only for capacity building purposes as described in your project proposal. The capital funds evaluations are pending review and require additional approvals by DEB and DPB. VCCS Facilities Management Services will reach out to the POCs in each region in the next few weeks for additional information regarding your capital project(s).**

### **Operating funds will be sent to your colleges as outlined in your project proposal:**

2	CVCC	\$377,333.34
	NRCC	\$377,333.33
	VWCC	\$377,333.33
		<b>\$1,132,000.00</b>

*Note: Totals will be rounded*

### **Here are a few resources that may help make your project and process more successful:**

1. Michele Canull, Senior Manager, Procurement Operations, with the Shared Services Center (SSC) will assign a representative to work with you to ease and expedite your procurement processes. They will assist with guidance on state contracts, approved vendors, and provide recommendations on equipment and supplies.
2. Dr. Holly Whistler, Coordinator, Online Virginia Network (VCCS), can assist with any online, distance learning or hyflex implementations you may have. Holly has graciously gathered data related to programming and online efforts in the document here: [OVN G3 Update](#) (please access your Google drive with your myVCCS username).
3. Philmika Reid, Director, Healthcare Workforce and Community Engagement (VCCS), can assist you with ideas and resources for healthcare programs. Philmika has spent time researching innovative ideas that may benefit your healthcare program.
4. Emily Jones-Green, Coordinator, Credit for Prior Learning, can assist with CPL efforts, best practices for programs at other colleges, and mapping programs with Credits2Careers.org.
5. Dr. Jason Williams, Coordinator, Apprenticeship & Work-Based Learning, can assist with your

efforts in developing and expanding experiential learning opportunities (registered apprenticeships, internships, etc.).

**Funding:**

-Funds have been allocated on the monthly cash schedule under Fund 03000 Education and General operating dollars – AIS Dept # 112281 and are not traditional federal and private grant type programs. All spending must follow the Commonwealth Accounting Policies and Procedures Manual (CAPP Manual) guidelines.

-The purchase of used equipment is allowable with these funds.

-Personnel costs for FY25 only will be allowed on a case-by-case basis (see FAQ document for additional details).

-Colleges should make all efforts to encumber/spend funds down by the close of the 2025 fiscal year (6/30/2025). Workforce Pipeline Funds that cannot be spent and are desired to be carried over, must be coordinated with college business offices and vice-presidents for finance and administration, or equivalent lead financial officer.

-Note about fiscal year crossover (FY25 to FY26): While carry-forward balances should carry-forward to the next fiscal year as a mandatory re-appropriation, that process is not finalized until the end of the first quarter (of the new fiscal year) at the earliest. Until reappropriation is approved, and carryforward balances added to the college's cash schedule, colleges may need to utilize normal operating funds to temporarily support WF Pipeline Funds extending into the next fiscal year. The risk that unspent funds will not be reappropriated is very small, but the risk cannot be discounted.

**Uses:**

- **Workforce Program Startup Costs** and/or **CTE Dual Enrollment Program Development** – addressing your region's top priorities.
  - 21<sup>st</sup> Century Learning Spaces (renovation and/or construction)
  - Curriculum development and design
  - Expansion or development of online and technology-enabled learning
  - Incorporation of work-based learning (**no payments to students**)
  - Equipment, Materials, Supplies (used for instruction)
  - Development of competency-based education
  - Evaluation of Credit for Prior Learning (CPL)
  - Outreach and recruiting materials.
- Please view the FAQs attached for clarifying information

**Reporting (template attached; email reports to [alawhorne@vccs.edu](mailto:alawhorne@vccs.edu)):**

**-Interim Report Due – January 17, 2025**

Your interim report must include the other pieces of the application:

Section C: Identification of Need – describe the priority program(s) set by your presidents in your GO Virginia region that are being addressed with this funding (**LMI is not required**);

Section D: Demonstration of Employer Collaboration and/or K-12 Partner Commitment – short narrative on how colleges partnered with employers and/or K-12 partners (**employer**

match and letters of support are not required);

Section F: Expected Outcomes and Methods of Evaluation;

Sections G & H: Project Deliverables, Timeline, and an updated Budget, ensuring budget is thorough (itemized list of equipment purchased, funds spent to date, etc.).

**-Final Report Due – July 31, 2025**

Your final report will mirror your interim report and reflect any updates to your project.

We understand your college had a huge lift and tight turnaround with the Workforce Pipeline Funds application, and we greatly appreciate your efforts.

Please do not hesitate to contact me with any questions. It was a pleasure to read and review your application!

Respectfully,

Angela Lawhorne, PhD, MBA

Director, Career Education Programs & Workforce Partnerships

Virginia Community College System

300 Arboretum Place, Suite 200

Richmond, VA 23236

Phone: (804) 819-4795 office / (757) 577-2239 mobile

Email: [alawhorne@vccs.edu](mailto:alawhorne@vccs.edu)

[Book time with Angela Lawhorne: 45-Minute Meeting](#)







September 18, 2023

John Capps, PhD  
President  
Central Virginia Community College  
3506 Wards Road  
Lynchburg, VA 24502

Dear Dr. Capps:

The Commission on Accreditation of Allied Health Education Programs (CAAHEP) is pleased to inform you of its **September 15, 2023** decision to award **continuing accreditation** to the Emergency Medical Services-Paramedic program at Central Virginia Community College, Lynchburg, VA. CAAHEP accreditation is awarded due to the program's demonstrated compliance with the Standards. The next comprehensive evaluation of the program, including a site visit, is scheduled to occur no later than **2028**.

The Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) conducts comprehensive and annual reviews of the program's compliance with the Standards and submits recommendations regarding accreditation status to CAAHEP. CoAEMSP monitors the program's outcomes through the program's annual report and supporting documentation (Standard IV.B.). Profession-specific CAAHEP Standards and Guidelines can be found on the website, [www.caahep.org](http://www.caahep.org).

CAAHEP publishes the accreditation award letters and accreditation actions summaries on its website. Award letters are accessible within the individual program listings in the "Find an Accredited Program" section of the CAAHEP website. CAAHEP categorizes programs according to the profession-specific Standards and Guidelines used to evaluate the program.

The accreditation standards are established by CAAHEP, CoAEMSP, American Academy of Pediatrics, American Ambulance Association, American College of Cardiology, American College of Emergency Physicians, American College of Surgeons, American Society of Anesthesiologists, International Association of Fire Chiefs, International Association of Fire Fighters, National Association of Emergency Medical Services Physicians, National Association of Emergency Medical Services Educators, National Association of Emergency Medical Technicians, and National Registry of Emergency Medical Technicians.

The commission recognizes your organization's commitment to continuous quality improvement in health professions education, as demonstrated by your participation in CAAHEP programmatic accreditation.

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**Commission on Accreditation of Allied Health Education Programs**

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Sincerely,

A handwritten signature in black ink that reads "Donald A. Balasa". The signature is written in a cursive, flowing style.

Donald Balasa, JD, MBA  
President

cc: Jason Ferguson, BPA, EMTP, Dean  
Joseph Greer, BA, NRP, Program Director  
Lori Burns, MSN, RN, Chair, CoAEMSP  
George W. Hatch Jr., EdD, LP, EMT-P, Executive Director, CoAEMSP





## Commission on Accreditation of Allied Health Education Programs

The Commission on Accreditation of Allied Health Education Programs, upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP), verifies that the following program

*Emergency Medical Services-Paramedic  
Central Virginia Community College  
Lynchburg, VA*

is judged to be in compliance with the nationally established standards and  
awarded Continuing accreditation on September 15, 2023.

A handwritten signature in black ink that reads 'Donald A. Balasa'.

Donald Balasa JD, MBA  
President, CAAHEP

A handwritten signature in black ink that reads 'Lori A. Burns'.

Lori Burns, MSN, RN  
Chair, CoAEMSP

Appendix D - Cost Estimate- Regional Paramedic - Credit

Regional Paramedic Credit Program Costs Per College

Description FY26	Total Shared Expenses	CVCC %Share	CVCC \$ Share	NRCC % Share	NRCC \$ Share	VWCC % Share	VWCC \$ Share
Regional Program Director Salary	\$ 93,000.00	50%	\$ 46,500.00	25%	\$ 23,250.00	25%	\$ 23,250.00
Regional Program Director Benefits	\$ 41,449.92	50%	\$ 20,724.96	25%	\$ 10,362.48	25%	\$ 10,362.48
Medical Director	\$ 3,000.00	50%	\$ 1,500.00	25%	\$ 750.00	25%	\$ 750.00
Travel to Sites	\$ 150.00	50%	\$ 75.00	25%	\$ 37.50	25%	\$ 37.50
CoAEMSP annual fee: (July 1, 2025) will increase by 3% for the next five years	\$ 2,200.00	100%	\$ 2,200.00	0%	\$ -	0%	\$ -
CoAEMSP annual satellite location fee: \$500 per satellite	\$ -	0%	\$ -	100%	\$ 500.00	100%	\$ -
CAAHEP Annual fee: \$600 (Will increase by 10% July 1, 2026)	\$ 600.00	100%	\$ 600.00	0%	\$ -	0%	\$ -
	\$ 140,399.92		\$ 70,999.96		\$ 34,899.98		\$ 34,399.98

Description FY27	Total Shared Expenses	CVCC %Share	CVCC \$ Share	NRCC % Share	NRCC \$ Share	VWCC % Share	VWCC \$ Share
Regional Program Director Salary*	\$ 95,790.00	50%	\$ 47,895.00	25%	\$ 23,947.50	25%	\$ 23,947.50
Regional Program Director Benefits	\$ 42,693.42	50%	\$ 21,346.71	25%	\$ 10,673.35	25%	\$ 10,673.35
Medical Director	\$ 3,000.00	50%	\$ 1,500.00	25%	\$ 750.00	25%	\$ 750.00
Travel to Sites	\$ 150.00	50%	\$ 75.00	25%	\$ 37.50	25%	\$ 37.50
Accreditation Fees		50%	\$ -	25%	\$ -	25%	\$ -
CoAEMSP annual fee: (July 1, 2025) will increase by 3% for the next five years. With two additional sites	\$ 3,300.00	50%	\$ 1,650.00	25%	\$ 825.00	25%	\$ 825.00
CoAEMSP annual satellite location fee: \$500 per satellite	\$ -	0%	\$ -	100%	\$ 500.00	100%	\$ 500.00
CAAHEP Annual fee: \$600 (Will increase by 10% July 1, 2026)	\$ 660.00	100%	\$ 660.00	0%	\$ -	0%	\$ -
	\$ 145,593.42		\$ 72,466.71		\$ 36,733.35		\$ 36,733.35

\*3% pay increase assumed.

Every two years during the MOU review, the amounts will be adjusted to reflect authorized personnel changes in fringe benefits & salary increases, and accreditation cost increases.

## Appendix E - Cost Estimate - Regional Paramedic - Fast Forward

**Regional Paramedic Fast Forward Program Costs Per College**

<b>Description FY26</b>	<b>Total Shared Expenses</b>	<b>CVCC %Share</b>	<b>CVCC \$ Share</b>	<b>NRCC/ VWCC % Share</b>	<b>NRCC/VWCC \$ Share</b>
Per Student Tuition Rate	\$ 6,000.00	40%	\$ 2,400.00	60%	\$ 3,600.00
Student complete course, but not credential	\$ 4,000.00	40%	\$ 1,600.00	60%	\$ 2,400.00
Student Enrolls, but does not pass/complete course	\$ 4,000.00	40%	\$ 1,600.00	60%	\$ 2,400.00

Every two years during the MOU review, the amounts will be adjusted to reflect authorized personnel changes in fringe benefits & salary increases, and accreditation cost increases.

	First Third Registration and Attendance	Second Third Successful Class Completion	Final Third Receives Credential
<b>Student Successfully Completes Class and Receives Credential</b>			
Student	Pays \$2000 to host college at time of registration	Student successfully completes the class	Student successfully attains credential (license) and provides documentation within 120 days of last class attended.
Host College	Receives \$2000 payment from student	Upon successful completion of the class, state pays second \$2000 to host college.	Upon successful attainment of the credential, state pays final \$2000 to host college
CVCC		Upon successful completion of the class, CVCC invoices host college for \$1600	Upon successful attainment of credential, CVCC invoices host college for \$800

	<b>Student Successfully Completes Class</b>		<b>No Credential</b>
Student	Pays \$2000 to host college at time of registration	Student successfully completes the class	Student does not attain credential (license) a
Host College	Receives \$2000 payment from student	Upon successful completion of the class, state pays second \$2000 to host college	CVCC and host college forfeit the final payment
CVCC		Upon successful completion of the class, CVCC invoices host college for \$1600	

	<b>Student Does Not Successfully Completes Class or Receive Credential</b>		
Student	Pays \$2000 to host college at time of registration	Student fails to successfully complete the class	Since the student did not successfully complete the class, no credential obtained. CVCC and host college forfeit final payment.
Host College	Receives \$2000 payment from student	Since student fails the class, host college invoices student for the second payment of \$2000	
CVCC		Since the student fails the class, CVCC invoices host college for \$1600. Host college maintains the \$2000 collected from student.	





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**ALUMNI  
& FRIENDS**

## Greetings CVCC Alumni & Friends,

Spring Break is in full swing, but CVCC students aren't slowing down! Take a moment to catch up on all of the fun adventures, and happenings at CVCC.



### CVCC Explores History in D.C.

Over Spring Break, 31 CVCC students, faculty, and staff took a powerful trip to The National Museum of African American History & Culture in Washington, D.C. This free opportunity, hosted by CVCC's Cultural Diversity & International Education Committee, allowed participants to explore impactful stories and history that continue to shape our world today.

CVCC offers experiences like these to broaden perspectives and create meaningful connections!





## The Making of a Mascot: The Ridgecat Reveal is Coming Soon!

Over the past few months, Baby Blu, our Mascot in Training, has been making appearances across campus and social media, bringing students along for the journey as we ramp up excitement for the official Ridgecat mascot. This campaign has been a fun way for students to engage with CVCC and show their Ridgecat pride while getting to know Blu.

But the wait is almost over! Our full-grown Ridgecat mascot will make its debut this April. Stay tuned for the big reveal—we can't wait to introduce the newest face of CVCC!

## MAKE A DONATION

Questions? Contact [alumni@centralvirginia.edu](mailto:alumni@centralvirginia.edu).

*The Central Virginia Community College Educational Foundation supports CVCC in its efforts to provide an accessible, affordable student experience. This is only made possible thanks to your support.*

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