Northern Virginia Community College
EMT-Intermediate to Paramedic Upgrade Process

Step 1
• Discuss your intent with your supervisor and obtain approval. You should be starting this process several months before the semester begins. Placement is not guaranteed.

Step 2
• After receiving supervisory approval, email EMS Training Captain (preese@pwcgov.org), EMS Training Lieutenant (rwiencko@pwcgov.org) and ALS Training Specialist (wfritz@pwcgov.org) with your interest. You will receive an email confirmation with further instructions.

Step 3
• Complete prerequisite courses
  • Anatomy & Physiology (NAS150) or equivalent
  • Pharmacology (HLT250) or equivalent

Step 4
• Have successfully completed college level English and Math course OR complete NVCC placement exam. Note: You do NOT have to take an English or Math course if you complete the placement exam and score well or have taken a college level English and Math course.

Step 5
• Complete EMT-I, Bloodborne Pathogens and HIPAA pretests administered by PWCDFR EMS Training Staff. This will be scheduled via email by the ALS Training Specialist (wfritz@pwcgov.org).

Step 6
• Once you have successfully passed the prerequisite tests and completed the above steps, contact Student Services at NVCC to be program placed. Prerequisite testing can be done concurrently, however you are encouraged to complete these steps early in the process to guarantee placement.

Step 7
• Once program placed, register for your classes online! After you register for your course, immediately email EMS Training Captain (preese@pwcgov.org) and ALS Training Specialist (wfritz@pwcgov.org) with your NVCC Student ID number. If you do not do this within 24 hours, your registration will be invalidated. DO NOT PAY TUITION!

Step 8
• DFR will pay for your tuition and materials. You will receive your books from the EMS Training Staff. You can either make arrangements to pick the books up or they can be interoffice mailed to your assignment. Staffing will be notified by EMS Training of your student status.

If you have any questions on the above process, contact William Fritz, ALS Training Specialist at 703.792.5229 or wfritz@pwcgov.org.