



FEMA

R0158

Dear National Fire Academy Student:

By now you should have received an email notification from the National Emergency Training Center (NETC) Admissions Office. This notification indicates your acceptance into the U.S. Fire Administration (USFA), National Fire Academy (NFA) "Emergency Medical Services: Quality Management" (EMS:QM) course.

Congratulations on your acceptance into the USFA's/NFA's EMS:QM course.

The course materials for this course are now available in the NFA Online Mediated platform. This Web-based system will provide not only the Student Manual, but forum discussions, activities, and electronic submission of homework assignments. You will, or have already, receive instructions specific to accessing your NFA Online Mediated account for this specific course. You are expected to bring your laptop or other device capable of completing online education requirements, including completing homework assignments. Your precourse assignment will be available in the NFA Online Mediated classroom.

This class is a six day class which starts on Sunday at 8 a.m. Subsequent classes will meet daily from 8 a.m. to 5 p.m., with evening classes possible. The class graduation ceremony is an important part of the course. You are expected to attend this event. All departing travel arrangements should be made so that you do not leave campus prior to the class graduation.

The NFA classroom environment is computer based. Increased numbers of students and instructors are bringing laptop computers or other electronic devices to campus; you are responsible for the security and maintenance of your equipment. The NFA cannot provide computer software, hardware (which includes disks, printers, scanners, monitors, etc.), or technical support for your device. For your convenience, we do provide surge protector power strips at each classroom table.

Should you need to access the Student Computer Lab, it is located in Building D and is available for all students to use. The lab is open daily with a technician available Monday through Thursday from 1700 to 2100 (5 p.m. to 9 p.m.) and on Saturdays from 0800 to 1200 (8 a.m. to noon). The lab uses Windows 7 and Office 2013 as the software standard.

If you need additional information related to your course's content or requirements, please contact Mr. Michael Stern, Emergency Medical Services Curriculum Training Specialist, at (301) 447-1253, or by email at michael.stern@fema.dhs.gov. Good luck, and I hope to see you on campus.

Sincerely,

A handwritten signature in blue ink that reads "Tonya L. Hoover".

Tonya L. Hoover, Superintendent
National Fire Academy
U.S. Fire Administration