



PERCOMOnline, Inc.
EMS Academy

CLINICAL/FIELD SITE INFORMATION REQUEST FORM

The process to add a hospital, clinic, or EMS site to be a possible rotation site for PERCOMOnline starts here. Below are steps to follow to ensure success of your new site. PERCOM is excited to add your site to our network of professionals!

Requesting Student's Name: _____
Email Address: _____
Telephone: _____

Step 1. Locate the responsible party for approving and signing the agreement.

- Ensure that the hospital, clinic, or agency has designated precepting staff (RN's, or other)
- EMS agencies have Paramedic level staff willing to be preceptors and willing to complete a short PERCOM Preceptor Training Program (via website)
- Willing to sign an agreement?
- Does location have its own Clinical/Field Training agreement? (if yes, obtain copy)
- Method preferred for agreement submission to site:
 - Hard Copy
 - Email
 - Fax

Step 2. Gather Information

Legal Location Name:
Physical Address:
Mailing Address:

Authorized Party for Signing Agreements:
Title:
Telephone & Email:

Rotation Scheduling Contact at Site:
Title:
Telephone & Email:

DISCLAIMER: PERCOM cannot supply an on-site preceptor with student(s). Gaining the verbal agreement to sign and sending PERCOM all of the above information does not guarantee that a contract will be executed, or will be "active" prior to you entering the rotation segment of your course. Thank you.

