



UNIFIED FIRE AUTHORITY

MEMORANDUM

24-092

June 27, 2024

TO: All Personnel

FROM: Division Chief Ayres

SUBJECT: AEMT Training Reimbursement

UFA EMS Division has allocated funding in the FY24/25 budget to reimburse the cost of AEMT training for up to 5 UFA employees. This funding will reimburse the employee for the costs of the non-credit class, books, certification, and testing fees. If you wish to obtain college credit for this course, you will be required to cover the additional expense. For full time employees, the cost for the college credit portion may be eligible for tuition reimbursement through the UFA Tuition Assistance Program. See Policy 100-110 Tuition Assistance Program.

Students will be expected to pay the up-front cost of the course and then submit a reimbursement request to EMS Division once they receive a certificate (or similar) of course completion.

The funds available to pay for AEMT training will be prioritized in the following order:

- Full time employees who have completed their apprenticeship program and who are currently working in a field operations position. Preference will be given by seniority within this group.
- Full time employees who have completed at least 1 year of their apprenticeship program. Preference will be given by seniority within this group.

UFA Command Staff has authorized individuals to attend any of the following programs:

- Utah Valley University
- University of Utah
- Salt Lake Community College
- Gold Cross AEMT program
- Other programs MAY be permitted on a case-by-case basis if approved by the EMS Division Chief

All the logistics of enrolling, attending, and completing the course are the responsibility of the individual. Consistent with other specialty training programs, Department Business will be granted to individuals to attend class or required clinicals on shift. Individuals should contact Captain Holmes eholmes@unifiedfire.org to coordinate any Department Business needs directly related to attending an AEMT training program. Any required ride along shifts will be completed at UFA while filling a Firefighter spot on a UFA apparatus. No overtime is available to compensate individuals while off shift.

Once you are licensed as a Utah AEMT, you will be eligible for a pay increase as outlined in Policies 910-090 Entry Level Firefighter & Paramedic and 500-030 EMS Skills Evaluation and Remediation.

If you are interested in attending AEMT School during FY24/25, please complete the form at the following link before July 14, 2024 at midnight: [AEMT Interest List Link](#)