

LVAC Junior Program Application

Thank you for your interest in joining the LVAC Junior Program. Before completing this application, please review the “Guidelines for LVAC Junior Program Membership Eligibility & Application” included later in this document.

Your application **MUST** be signed by both Applicant and Parent/Guardian, with all fields filled out appropriately. **Your completed Application is due no later than May 1st of your sophomore year in high school.**

Applications may be submitted by either:

1. US Mail to Lewisboro VAC, PO Box 694, Cross River , NY 10518 or
2. Scan and email to Info@lewisborovac.org

Personal Information:

Name: _____

Address: _____

Home phone: _____

Cell phone: _____

Email: _____

Date of birth: _____ Gender _____

School Attending: _____

Current year in school: _____

References:

As part of this application, we require 2 references. They can be a coach, teacher, guidance counselor, employer, or adult family friend who can tell us about your character (level of responsibility, your ability to make and keep commitments, your sense of teamwork, et cetera). Please provide us with contact information for your two references.

1: Name: _____ email: _____ Phone: _____

2: Name: _____ email: _____ Phone _____

(Please note: **These 2 references should NOT be affiliated with LVAC, or be a family member**)

Please also list any LVAC members who know you personally: _____

Extracurricular Activities

Please list all expected sports and extracurricular activities that practice or meet outside of regular school hours (e.g. include clubs or sports that meet after school, but do not include activities that meet during school).

Fall Junior Year

Sport _____	practice/game times _____	M T W H F S
Sport _____	practice/game times _____	M T W H F S
Activity _____	practice/game times _____	M T W H F S
Activity _____	practice/game times _____	M T W H F S

Winter Junior Year

Sport _____	practice/game times _____	M T W H F S
Sport _____	practice/game times _____	M T W H F S
Activity _____	practice/game times _____	M T W H F S
Activity _____	practice/game times _____	M T W H F S

Spring Junior Year

Sport _____	practice/game times _____	M T W H F S
Sport _____	practice/game times _____	M T W H F S
Activity _____	practice/game times _____	M T W H F S
Activity _____	practice/game times _____	M T W H F S

Participation in afterschool activities does not excuse you from your LVAC obligations. You should not apply if such activities are likely to seriously conflict with LVAC commitments. Please specifically describe how you plan to ensure sufficient time is available each week to fulfill your LVAC riding time commitment if you plan to participate in a school team/event that requires after school practices and games.

Summer and Senior Year Plans Applicant: please describe how you will spend your time and note any activities that will limit your availability for LVAC duties and responsibilities (work, travel plans, etc)

The Interview

Once your Application is received you will be contacted by our membership committee. They will schedule an interview with you during which you should be prepared to discuss your reasons for joining the Corps, your availability to do shifts, your willingness to work in a team, your level of maturity, and your ability to balance your commitments and time. There will also be ample time for questions you may have.

Junior Program Applicant Message:

The duties of a Junior program member may include the following while on an ambulance call:

- Assisting an Emergency Medical Technician (EMT) or Paramedic with patient care and communication (the Junior program member will never be left alone with a patient, and will never be in charge of patient care). In this capacity, Junior program members may encounter patients with different issues including, but not limited to:
 - Patients suffering from trauma from a fall or motor vehicle accident
 - Patients who are agitated, anxious or in pain
 - Patients with a variety of illnesses, some of which may be contagious (all LVAC members are trained in the use of and required to use Personal Protective Equipment)
- Carrying equipment that may weigh up to 30 pounds up and down stairs
- Working outdoors, and/or working in low light or darkness
- Transport of patients with the help of one or more personnel: lifting patients, using a manual or mechanical stretcher or other devices, sometimes up or down stairs
- Entering the Emergency Departments of local area hospitals which could expose you to patients in these emergency departments with illnesses and injuries separate from LVAC
- Assisting with administrative and housekeeping duties at LVAC Headquarters that entail a level of manual labor (for example: Rig cleaning/disinfecting, trash removal, supply inventories, et cetera)

Based on this description, are there any conditions that would limit your ability to carry out the essential function of a Junior Corps member? _____YES _____NO

If "Yes," please explain below and note any accommodations that may be required:

Date of your last physical examination: _____

If accepted into the Junior program, you will be required to provide evidence of vaccinations for MMR, Flu, COVID19 and Hepatitis B

Guidelines for LVAC Junior Program Membership Eligibility & Application

1. Any person who is a rising junior in high school residing in LVAC's service territory may submit an application for membership as a Junior Program member. Junior Program members must be 16 years old to ride on ambulance calls. You may apply for membership but will not be able to ride on calls until you are 16. Please note **Junior program members must be 16 by September 1st of the year they apply.**
2. A completed application must be signed and approved by one parent or legal guardian of the applicant.
3. The application must include at least 2 names of reference from either a coach, teacher, guidance counselor, employer, or family friend (**not a relative and not an LVAC member**).
4. Junior Program Members are a part of the emergency medical service LVAC provides. Since these positions require learned skills, the number of Junior Program Members is limited to a number that the adult membership can effectively train and supervise.
5. All prospective Junior Program members are required to attend an interview. A membership coordinator will contact you for an appointment. A parent or legal guardian must also have a meeting with our Captain.
6. All complete applications that are submitted on time will be reviewed and evaluated but not all applicants can be granted a position.
7. Junior Program Members will be selected based on their applications, references, interviews, overall maturity, and ability to meet the time commitments.

Probationary Junior Program Membership

All Junior Program members will be considered probationary members until they have:

- Completed all CPR training and obtained CPR certification
- Completed training in First Aid and Blood borne Pathogens
- Completed LVAC training and passed the Rig Test.
- Signed all required LVAC acknowledgement forms (all required forms will be provided after the interview is completed).
- Obtained all vaccinations/testing required by LVAC (Flu, COVID 19 and PPD testing).

LVAC provides training for all of the above. Upon completion of all of the above, Junior Members will be activated as a crew member and they are permitted to ride in the ambulance in response to a call. General meetings are held on the first Tuesday of each month and drills are held on the 2nd and 4th Tuesdays of each month. All are mandatory for Junior Program Members. Some training sessions may occur on Saturdays - they will be announced in advance.

Term

All Junior Program Members are accepted into the Corps for a period of one year. If they are meeting all requirements at the end of the year and they are juniors, they may be asked to return for a second year as a senior in high school. Seniors graduating high school are welcome to apply for adult membership.

Rights & Responsibilities

Junior Program Members shall be governed by all the rules and regulations that govern adult members.

1. All Junior Program Members will be available for duty on a regular basis unless excused with permission of the Captain.
2. Junior Program Members are required to ride a minimum of (4) four-hour shifts per month, and 40 shifts per year. Junior Program shifts must be scheduled on EMS Manager, and cannot start before 6AM or end after 10PM (without explicit permission from the Captain).

3. Junior Program Members must attend at least (2) supervised Rig Check or Cleaning meetings per month. The Junior Program member is responsible for accounting for their attendance on EMS Manager.
4. Junior Program Members are not permitted to ride overnight shifts. If a Junior Program Member's parent is a riding member of LVAC, then he/she may accompany their LVAC parent on the parent's shift. An overnight shift counts as one shift.
5. LVAC is present at a number of community events throughout the year. Junior Program Members must attend at least (3) community events per year.
6. Junior Program Members must wear an LVAC uniform during their shifts and during rig check meetings. When in LVAC uniform, Junior Program Members must behave in a manner appropriate for all LVAC members. The LVAC uniform includes: a shirt or jacket with LVAC logo, an LVAC ID/name tag, long dark pants (dark jeans are acceptable, but leggings are not acceptable) and Sturdy shoes or sneakers. Long hair should be tied back.
7. Junior Program Members will respond to all calls while on their duty shift. However, Crew Chiefs can determine whether it is appropriate for a Junior Member to respond to a call. Junior members are prohibited from responding to calls on highways (eg: Interstate 684, Saw Mill River Pkwy, etc) by LVAC Standard Operating Procedures.
8. For driving safety, **Junior Program Members must be at LVAC for the entirety of their shifts**, unless a parent is an LVAC member, then the Junior Program Member may respond from home along with their parent.
9. No Junior Program Member shall drive any emergency response vehicle including LVAC ambulances, fly cars, or the WEMS paramedic fly car.
10. No Junior Program member will be left solely responsible for the direct care of a patient.

Suspension or Removal

1. If a Junior Program Member does not serve the required minimum number of shifts and/or attend the minimum number of rig check meetings (see Rights & Responsibilities), the Junior Program Member will be asked to make up the missed shifts or rig check meetings and will be given a warning. If this happens twice in a year, or if he or she does not make up shifts in response to a warning, the Junior Program Member may be asked to resign.
2. If a Junior Program Member is going to miss a scheduled shift or a rig check meeting, they must notify the Line Officer. If they fail to give notification, they will be warned. If the Junior Program Member is warned three times within a year, they will be asked to resign.
3. If a Junior Program Member acts in a manner which, in the judgment of the Officers of LVAC, is not consistent with the best interest of our patients, LVAC or the community, then the Junior Program Member will be dropped from the Junior Member Program.

Certification

Applicant:

I certify that I have received, read, and agree to abide by the Guidelines of the Junior Program at the Lewisboro Volunteer Ambulance Corps. I further certify that I have answered all of the above questions truthfully and to the best of my knowledge. I understand that health and medical information I have provided in this application will be kept confidential and used by LVAC solely for the purpose of determining eligibility as a member of the LVAC Junior Program.

I understand that there is a standard of performance for Junior Program members, including minimum hours per month and year, attendance at weekly meetings/drills and rig checks, and other LVAC events. I understand that if I fail to meet these standards, I will be asked to resign or I will be dropped from the Junior Member Program.

I understand and agree that my name, address, telephone number, and email address will be published on a membership list to facilitate intra-Corps communications.

Name (printed) _____

Signature _____ Date _____

Parent or Guardian:

I certify that I am the parent or legal guardian of this applicant and that I have read and understand the Guidelines for Junior Program Membership, as well as this entire application. I understand there is inherent risk in riding on an ambulance with patients in emergency situations.

I understand that the applicant named herein may be issued uniform items and other equipment provided by LVAC. All uniforms and equipment remain the property of LVAC and are to be returned in good condition (except normal wear and tear) upon separation from LVAC.

I understand that from time to time, LVAC may seek to post pictures or videos on social media, or otherwise use pictures/videos of our members including our Junior Program members. I hereby provide consent for LVAC to use pictures and or video of the applicant. This consent shall remain in effect until and unless revoked by me in a writing provided to LVAC (such revocation will terminate that Junior Program membership in LVAC).

Name (printed) and relationship _____

Signature _____ Date _____

If you have any questions about the application or responsibilities, please contact the Membership Committee before signing.