

CIC Internship Completion Cover Sheet

CIC (Intern) _____ EMT # _____
Course Sponsor _____ Course # _____
Supervising CIC _____ CIC # _____ Upgrade Y/N
Regional Faculty _____ CIC # _____

Your full portfolio must include the following items.

1. CIC Internship Portfolio Tracking Form

2. Evidence of specific portfolio items listed on file with the course sponsor. Regional Faculty has visually reviewed.

3. Able to develop and use testing instruments to evaluate students and provide feedback.

4. Mentoring session with Regional Faculty to review internship.

5. Evidence that the internship met the objectives of the NAEMSE Instructor Level One Course

Submission to portal must include the following:

- Cover Sheet
- Internship Portfolio Tracking Form
- All evidence that supports the portfolio.
 - Not every item on the tracking form has the need for evidence to be provided. Reasonable judgment must be considered when determining what to provide if anything. At times, such as completing course paperwork, an attestation from the supervising CIC can satisfy the need for evidence. Regional Faculty should have no doubt of successful completion.

COMMENTS: _____

I do hereby affirm that the CIC Intern noted above has met all objectives of the CIC Internship as outlined in the current NYS DOH Bureau of EMS Policy Statement regarding Internship Requirements for Instructor Certification.

I recommend this intern for CIC certification.

Signature of Supervising CIC _____ Date _____

Signature of Regional Faculty _____ Date _____