

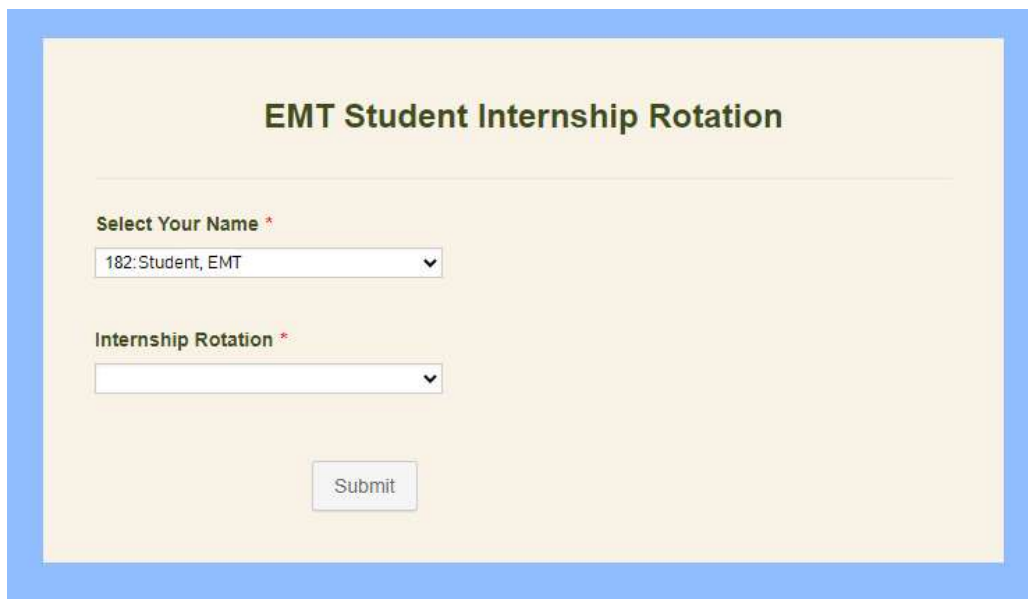
## MCFRS EMT Training – Internship Rotation – Incident Tracking Form

### Background:

At the completion of your Internship Rotation, you will need to submit all your calls in a single document. Refer to **EMT Class Resource Page** for the document.

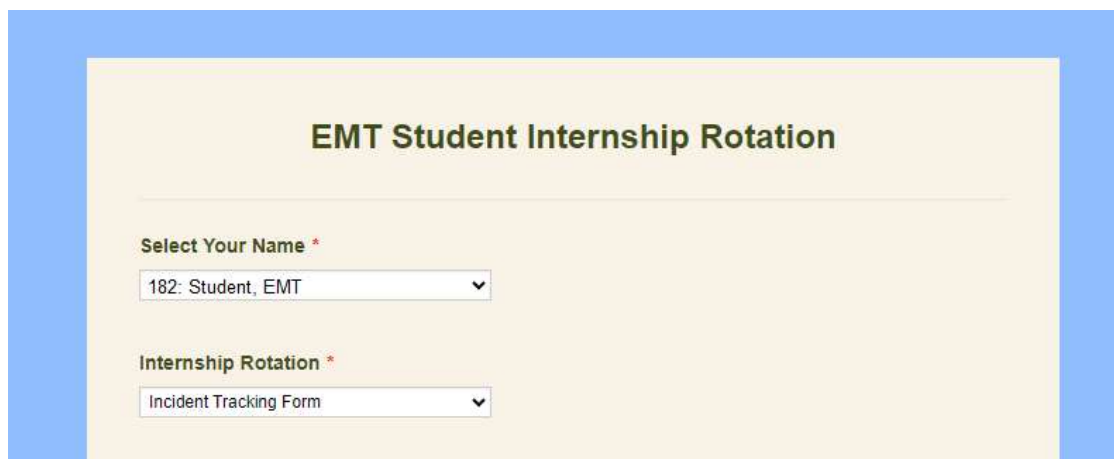
### Process:

- You can submit the form on your phone, or any internet browser, and it must be signed by your FTC (Field Training Coordinator) or approved designee.
- Go to [EMT Student Internship Rotation \(https://mcfrcs.jotform.com/232055813424955\)](https://mcfrcs.jotform.com/232055813424955). This link can also be found on **EMT Class Resource Page**
- From the first drop down option, select your class number and name (*XXX: last name, first name*) to proceed. **If you cannot find your name, reach out to your lead instructor.**



The screenshot shows the 'EMT Student Internship Rotation' form. The title is centered at the top. Below it is a horizontal line. The first dropdown menu is labeled 'Select Your Name \*' and has '182: Student, EMT' selected. The second dropdown menu is labeled 'Internship Rotation \*' and is currently empty. A 'Submit' button is located at the bottom center of the form.

- Next Select the appropriate Internship Rotation, in this case it will be Incident Tracking Form.



The screenshot shows the 'EMT Student Internship Rotation' form. The title is centered at the top. Below it is a horizontal line. The first dropdown menu is labeled 'Select Your Name \*' and has '182: Student, EMT' selected. The second dropdown menu is labeled 'Internship Rotation \*' and has 'Incident Tracking Form' selected. A 'Submit' button is located at the bottom center of the form.

## **MCFRS EMT Training – Internship Rotation – Incident Tracking Form**

- Next upload your pdf document with at least 10 approved incidents. Ensure you follow the correct format for title.

<b>Naming Convention</b>	<b>Example</b>
Class Number_FSID_EMT_Incident_Tracker	182_SE1234_EMT_Incident_Tracker.pdf



**Upload Incident Tracking Form \***

Browse Files

Must be a PDF or Word document

182\_SE1234\_EMT\_Incident\_Tracker.pdf 53.8KB

Submit

- Congratulations on completing your Incident Tacker Form. You can now **Submit** the form.