

# Resource Assessment Matrix (RAM)

Revised 2020.07

<b>CoAEMSP Program #:</b>	<b>600726</b>	<small>(the 600xxx number assigned by CoAEMSP)</small>
<b>Sponsor Name / Year:</b>	<b>Phoenix Fire Department</b>	<b>2021</b> <== Revise as net
<b>Current Accreditation Status:</b>	<b>Continuing Accreditation</b>	
<b>Date RAM Completed:</b>	<b>5/3/2021</b>	<small>(e.g., m/d/yyyy)</small>

  

<b>Number of Students Completing the Program:</b>	<b>37</b>
<b>Number of Student Survey Responses:</b>	<b>37</b>
<b>Number of Program Personnel Surveyed:</b>	<b>27</b>
<b>Number of Program Personnel Responded:</b>	<b>27</b>

Link to access the forms available on the CoAEMSP website ==>

[CoAEMSP Forms Available](#)

Program Resource Survey-Program Personnel

Program Resource Survey-Students

At a minimum, programs are required to use the survey items contained in the Student Resource Survey and the Program Personnel Resource Survey.

The Advisory Committee is involved in both assessing the resources and reviewing the results.

#	(A) RESOURCE	(B) PURPOSE(S) <small>(Role(s) of the resource in the program)</small>	(C) MEASUREMENT SYSTEM <small>(types of measurements)</small>	(D) DATE (S) OF MEASUREMENT <small>(the time during the year when data is collected (e.g., month(s)))</small>	(E) RESULTS and ANALYSIS <small>(Include the overall average [%] from each Resource category. For each Resource category below 80%, complete Column F)</small>	(F) ACTION PLAN / FOLLOW UP <small>(What is to be done and Due Date)</small>
1.	FACULTY	Provide instruction, supervision, and timely assessments of student progress in meeting program requirements.	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
		Work with advisory committee, administration, clinical/field internship affiliates and communities of interest to enhance the program.	2. Student Resource Survey	4/23/21	100%	Continue to Monitor
	Additional Faculty Purpose(s) =>					

	MEDICAL DIRECTOR	Fulfill responsibilities specified in accreditation	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
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2.	MEDICAL DIRECTOR	Standard III.B.2.a.	2. Student Resource Survey	4/23/21	100%	Continue to Monitor
	Additional Medical Director Purpose(s) =>					
3.	SUPPORT PERSONNEL	Provide support personnel/services to ensure achievement of program goals and outcomes (e.g. admissions, advising, clerical)	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
			2. Student Resource Survey	4/23/21	100%	Continue to Monitor
	Additional Personnel Purpose(s) =>					
4.	CURRICULUM	Provide specialty core and support courses to ensure the achievement of program goals and learning domains.  Meet or exceed the content and competency demands of the latest edition of the documents referenced in Standard III.C.	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
			2. Student Resource Survey	4/23/21	100%	Continue to Monitor
	Additional Curriculum Purpose(s) =>					
5.	FINANCIAL RESOURCES	Provide fiscal support for personnel, acquisition and maintenance of equipment/supplies, and faculty/staff continuing education.	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
			2. Student Resource Survey	4/23/21	100%	Continue to Monitor
	Additional Financial Purpose(s) =>					
6.	FACILITIES	Provide adequate classroom, laboratory, and ancillary facilities for students and faculty.	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
			2. Student Resource Survey	4/23/21	100%	Continue to Monitor
	Additional Facilities Purpose(s) =>					
7.	CLINICAL RESOURCES	Provide a variety of clinical experiences to achieve the program goals and outcomes.	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
			2. Student Resource Survey	4/23/21	100%	Continue to Monitor

	Additional Clinical Resources Purpose(s) =>					
8.	FIELD INTERNSHIP RESOURCES	Provide a variety of field internship experiences to achieve the program goals and outcomes.	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
			2. Student Resource Survey	4/23/21	100%	Continue to Monitor
	Additional Field Internship Purpose(s) =>					
9.	LEARNING RESOURCES	Provide learning resources to support student learning and faculty instruction.	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
			2. Student Resource Survey	4/23/21	100%	Continue to Monitor
	Additional Learning Resources Purpose(s) =>					
10.	PHYSICIAN INTERACTION	Provide educational interactions with physicians, as ensured by the Medical Director.	1. Program Personnel Resource Survey	4/23/21	100%	Continue to Monitor
			2. Student Resource Survey	4/23/21	97%	Continue to Monitor
	Additional Physician Interaction Purpose(s) =>					

## Instructions for Use

### Report Headers

Report Headers can be customized for the specific school and program. Complete the shaded cells below (Program Number and Program Sponsor Name) and they will auto populate on your forms. **Be sure to add the date the surveys were conducted at the top of each of the survey tabs.**

CoAEMSP  
Program #:

600726

(the 600xxx number assigned by CoAEMSP)

Name of Sponsor:

Phoenix Fire Department

This report is designed to complete the annual resource survey data [i.e., Program Resource Survey (PRS) - Program Personnel and Program Resource Survey (PRS) - Students] for the CoAEMSP using the tab(s) below. Specific instructions for administering each survey are listed at the top of the surveys.

Starting with the first completed survey, begin with cell **P3** in the first column and work down to record the ratings of **(N)** as **No**, **(Y)** as **Yes**, or **(NA)** as **NA**. Move back to the top of the next column (**Q3**) and repeat for each additional survey. The results will be tabulated as you enter. The PRS Student and PRS Personnel worksheets calculate a percentage for each question and an overall average for each of the ten content areas. **For each content area that receives a rating of LESS than 80%**, the program must summarize the results and complete an analysis (Column E) and develop an action plan (Column F). **When results are above 80%**, indicate the percentage for each type of survey in Column E and complete Column F by at least indicating "Continue to monitor". Programs may write additional Purpose statements and/or add Measurement Systems for resource(s). Programs are also responsible for internally addressing individual questions that do not meet the 80% cut score.

The final row asks for the overall rating of the program. The program is designed to accept **NS** as **Not Sufficient**, **M** as **Marginal**, and **S** as **Sufficient**. This is case sensitive. Applying CapsLock during this phase will make it work easier. Be sure that if you have worked in the unprotected sheet that CapsLock has been turned off before setting the unlock password.

To start a new survey, copy the tab at the bottom. To assure order, move newer surveys to the left allowing older surveys to move right and off the tab line. Rename the new tab, automatically labeled with the **(2)** indicator by changing the year and deleting the (2). Once copied, clear the results of the previous surveys by selecting the entire grid and hitting the delete key.

### Resource Assessment Matrix

The RAM is designed to autopopulate the **"DATES OF MEASURE"** (Column D) once the information in Section 1 **"FACULTY"** is complete. Columns (E) and (F) **"RESULTS and ANALYSIS"** and **"ACTION PLAN / FOLLOW-UP"** must be completed based on the results of the surveys.

### These worksheets contain locked cells

If you need to alter the worksheet (all except the RAM worksheet) you will need to unlock the cells. Go to the review tab in the ribbon and select **Unprotect Sheet**. The password is **unlock** (case sensitive). When you have finished with your alterations, it will be important to relock the sheet to avoid loss or unintentional alterations to formulas. Although you can use any password, unlock is the simplest and makes future use of this workbook more user friendly.

### Printing the Report

Set the printer to print pages 1-3 of the desired report.

**I. PROGRAM FACULTY**

**A. FACULTY EFFECTIVELY ...**

- 1 facilitate learning and interact with students in the classroom
- 2 facilitate learning and interact with students in the laboratory
- 3 provide supervision / coordination in the hospital clinical setting
- 4 provide supervision / coordination in the field internship

	Count	Avg	No (N)	Yes (Y)	NA
1	37	1.00	0	37	0
2	37	1.00	0	37	0
3	37	1.00	0	37	0
4	37	1.00	0	37	0

**B. FACULTY NUMBER IS ADEQUATE**

- 1 for classroom instruction
- 2 for laboratory instruction

- C. Faculty effectively communicate and support student learning
- D. Faculty assist me with my academic needs

1	37	1.00	0	37	0
2	37	1.00	0	37	0
C	37	1.00	0	37	0
D	37	1.00	0	37	0

**Program Faculty Overall Average: 1.00**

**II. MEDICAL DIRECTOR**

- A. I know who the Medical Director is
- B. The Medical Director interacts with students

	Count	Avg	No (N)	Yes (Y)	NA
A	37	1.00	0	37	0
B	37	1.00	0	37	0

**Medical Director Overall Average: 1.00**

**III. SUPPORT PERSONNEL**

- A. Learning assistance is available as requested
- B. Admissions personnel provide adequate assistance as needed
- C. Staff / faculty provide adequate and timely academic advising as needed

	Count	Avg	No (N)	Yes (Y)	NA
A	37	1.00	0	37	0
B	37	1.00	0	37	0
C	37	1.00	0	37	0

**Support Personnel Overall Average: 1.00**

**IV. CURRICULUM ...**

- A. adequately covers the necessary cognitive content for the entry-level Paramedic
- B. adequately covers the necessary skill and simulation activities for the entry-level Paramedic
- C. includes relevant and necessary hospital and field internship experiences for the entry-level Paramedic
- D. is appropriately sequenced to allow learning to occur and applied from the classroom through the laboratory, clinical experiences, to the field internship

	Count	Avg	No (N)	Yes (Y)	NA
A	37	1.00	0	37	0
B	37	1.00	0	37	0
C	37	1.00	0	37	0
D	37	1.00	0	37	0

**Curriculum Overall Average: 1.00**

**V. FINANCIAL RESOURCES**

- A. Personnel assist me with my questions regarding Program financial obligations
- B. Support services for financial aids / scholarship is offered (where either is available)

	Count	Avg	No (N)	Yes (Y)	NA
A	37	1.00	0	32	5
B	37	1.00	0	28	9

**Financial Resources Overall Average: 1.00**

**VI. FACILITIES**

**A. CLASSROOMS ...**

- 1 are adequate in size
- 2 have adequate lighting
- 3 contain adequate seating
- 4 have adequate ventilation (eg., A/C, heat)
- 5 have adequate instructional equipment (e.g., boards, projectors)

**B. LABORATORY facilities are ...**

- 1 of adequate size, configuration and equipped for activities that prepare students to perform effectively in the hospital clinical and field internship experiences
- 2 accessible to students outside regularly scheduled class times
- 3 equipped with the amount and variety of **equipment** necessary to perform required laboratory activities
- 4 equipped with the amount and variety of **supplies** necessary to perform required laboratory activities

Count	Avg	No (N)	Yes (Y)	NA
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0

**Facilities Overall Average: 1.00**

**VII. CLINICAL RESOURCES**

**A. HOSPITAL CLINICAL ROTATIONS**

- 1 The hospital facilities offer an adequate number and variety of patient pathologies, ages, and procedures to meet clinical objectives
- 2 The hospital clinical experience is of sufficient length to meet the clinical objectives
- 3 Overall, the hospital clinical rotations provide similar opportunities to achieve required competences for all students.

**B. HOSPITAL CLINICAL INSTRUCTION**

- 1 Orientation to assigned hospital clinical units is adequate
- 2 Hospital clinical preceptors are sufficiently knowledgeable to provide instruction
- 3 Preceptors are consistent in their evaluation of student performance
- 4 Program faculty are available to assist with clinical issues when needed

Count	Avg	No (N)	Yes (Y)	NA
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0

**Clinical Resources Overall Average: 1.00**

**VIII. FIELD INTERNSHIP RESOURCES**

**A. Field Internship Experience**

- 1 The field internship agencies provide adequate number and variety of patient ages, pathologies, and procedures to meet the field internship objectives and minimum competencies
- 2 The field internship is of sufficient length to meet the internship objectives and minimum competencies
- 3 Overall, the field internship rotations provide similar opportunities to develop competencies for all students.

Count	Avg	No (N)	Yes (Y)	NA
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0

**B. Field Internship Preceptorship**

- 1 Orientation to the assigned EMS field internship agencies is adequate
- 2 Paramedic field internship preceptors are sufficiently knowledgeable
- 3 Field Internship preceptors are consistent in their evaluation of student performance
- 4 Program Faculty are available to assist with internship issues when needed
- 5 I felt prepared to be a team leader

37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0

**Field Internship Resource Overall Average: 1.00**

**IX. LEARNING RESOURCES (program and hospital affiliate)**

- A. Library resources are available and accesible (physical or virtual)
- B. Reference materials are adequate to support assignments
- C. Technology / computer resources / access are available and adequate

Count	Avg	No (N)	Yes (Y)	NA
37	1.00	0	37	0
37	1.00	0	37	0
37	1.00	0	37	0

**Learning Resources Overall Average: 1.00**

**X. PHYSICIAN INTERACTION**

- A. Physician / student interaction facilitates the development of effective communication skills between Paramedics and physicians
- B. Contact is sufficient to provide a physician perspective of patient care
- C. Overall, exposure to physicians in the program is adequate

Count	Avg	No (N)	Yes (Y)	NA
37	0.97	1	36	0
37	0.97	1	36	0
37	0.97	1	36	0

**Physician Interaction Overall Average: 0.97**

**Please rate the OVERALL quality of the resources supporting the program.**

	Number	Percent
Not Sufficient (NS)	0	0%
Marginal (M)	0	0%
Sufficient (S)	37	100%

I. **PROGRAM FACULTY** (Completed by Medical Directors and Advisory Committee members)A. **Faculty effectively ...**

	Count	Avg	No (N)	Yes (Y)	NA
1. keep Advisory Committee informed of program status and changes	27	1.00	0	7	20
2. respond to changes in needs expectations of communities of interest	27	1.00	0	7	20
3. foster positive relationships with hospitals and field internship agencies	27	1.00	0	7	20
4. encourage student participation in professional activities	27	1.00	0	7	20

**Program Faculty Overall Average: 1.00**

II. **MEDICAL DIRECTOR(S)** (Completed by Program Faculty and Advisory Committee)

	Count	Avg	No (N)	Yes (Y)	NA
A. Reviews and approves educational content for appropriateness and accuracy	27	1.00	0	26	1
B. Reviews and approves required number of patient contacts and procedures	27	1.00	0	26	1
C. Reviews and approves instruments and procedures used to evaluate students	27	1.00	0	26	1
D. Reviews the progress of each student throughout the program	27	1.00	0	26	1
E. Ensures the competence of each graduate	27	1.00	0	26	1
F. Engages in cooperative involvement with the program director	27	1.00	0	26	1
G. Ensures educational interaction of physicians with students	27	1.00	0	26	1

**Medical Director(s) Overall Average: 1.00**

III. **SUPPORT PERSONNEL**

	Count	Avg	No (N)	Yes (Y)	NA
A. Clerical support is adequate to meet program needs	27	1.00	0	27	0
B. Admissions personnel are adequate to meet program needs	27	1.00	0	27	0
C. Personnel are adequate to assist with financial obligation issues	27	1.00	0	27	0
D. Staff/faculty provide adequate and timely academic advising as needed	27	1.00	0	27	0

**Support Personnel Overall Average: 1.00**

IV. **CURRICULUM**

	Count	Avg	No (N)	Yes (Y)	NA
A. Adequately covers the necessary cognitive content for the entry-level Paramedic	27	1.00	0	27	0
B. Adequately covers the necessary skill and simulation activities for the entry-level Paramedic	27	1.00	0	27	0
C. Includes relevant and necessary hospital and field internship experiences for the entry-level Paramedic	27	1.00	0	27	0
D. Is appropriately sequenced to allow learning to occur and applied from the classroom through the laboratory, clinical experiences, to the capstone field internship	27	1.00	0	27	0

**Curriculum Overall Average: 1.00**

V. **FINANCIAL RESOURCES (to be completed by program personnel)**

A. **Provides budget provides sufficient ...**

	Count	Avg	No (N)	Yes (Y)	NA
1. equipment to achieve competencies	27	1.00	0	21	6
2. supplies to achieve competencies	27	1.00	0	21	6
3. number of faculty for classroom instruction	27	1.00	0	21	6
4. number of faculty for clinical coordination	27	1.00	0	21	6
5. number of faculty for field internship coordination	27	1.00	0	21	6
6. budget for faculty professional development	27	1.00	0	21	6

**Finanacial Resources Overall Average: 1.00**

VI. **FACILITES**

A. **Classrooms and laboratories**

	Count	Avg	No (N)	Yes (Y)	NA
1. Are adequate in size	27	1.00	0	27	0
2. Have adequate lighting	27	1.00	0	27	0
3. Contain adequate seating	27	1.00	0	27	0
4. Have adequate ventilation (e.g., A/C, heat)	27	1.00	0	27	0
5. Have adequate instructional equipment (e.g., boards, projectors)	27	1.00	0	27	0

B. **Laboratory**

1. Facilities are of adequate size and configuration for activities that prepare students to perform effectively in the hospital clinical and field internship experiences	27	1.00	0	27	0
2. Accessible to student outside regularly scheduled class times	27	1.00	0	27	0
3. Equipped with the amount and variety of <b>equipment</b> necessary to perform required laboratory activities	27	1.00	0	27	0
4. Equipped with the amount and variety of <b>supplies</b> necessary to perform required laboratory activities	27	1.00	0	27	0

**Facilities Overall Average: 1.00**

VII. **Hospital Clinical Resources**

A. **Hospital Clinical Rotations**

	Count	Avg	No (N)	Yes (Y)	NA
1. Facilities offer an adequate number and variety of patient pathologies, ages, and procedures to meet clinical objectives	27	1.00	0	27	0
2. Experience is of sufficient length to meet the clinical objectives	27	1.00	0	27	0
3. Overall, the hospital clinical rotations provide similar opportunities to achieve required competencies for all students	27	1.00	0	27	0

B. **Hospital Clinical Instruction**

1. Orientation to assigned hospital clinical units is adequate	27	1.00	0	27	0
2. Hospital clinical preceptors are sufficiently knowledgeable to provide instruction	27	1.00	0	27	0
3. Preceptors are consistent in their evaluation of students performance	27	1.00	0	27	0
4. Program faculty are available to assist with clinical issues when needed	27	1.00	0	27	0

**Clinical Resources Overall Average: 1.00**

### VIII. Capstone Field Internship Resources

#### A. Field Internship Experience

1. EMS agencies provide an adequate number and variety of patient ages, pathologies, and procedures to meet the field internship objectives and minimum competencies.
2. The internship is of sufficient length to meet the internship objective and minimum competencies
3. Overall, the field internship rotations provide similar opportunities to develop competencies for all students

Count	Avg	No (N)	Yes (Y)	NA
27	1.00	0	27	0
27	1.00	0	27	0
27	1.00	0	27	0

#### B. Capstone Field Internship Preceptorship

1. Orientation to the assigned EMS field internship agencies is adequate
2. Field internship preceptors are sufficiently knowledgeable to provide instruction and mentoring
3. Field internship preceptors are consistent in their evaluation of student performance
4. Program faculty are available to assist with field internship issues when needed
5. The student is prepared to be a team leader

27	1.00	0	27	0
27	1.00	0	27	0
27	1.00	0	27	0
27	1.00	0	27	0
27	1.00	0	27	0

**Capstone Field Internship Resources Overall Average: 1.00**

### IX. LEARNING RESOURCES (program and hospital/affiliate)

- A. Library resources are available and accessible (physical or virtual)
- B. Reference materials are adequate to support assignments
- C. Computer resources are available and adequate

Count	Avg	No (N)	Yes (Y)	NA
27	1.00	0	27	0
27	1.00	0	27	0
27	1.00	0	27	0

**Learning Resources Overall Average: 1.00**

### X. PHYSICIAN INTERACTION

- A. Physician/student interaction facilitates the development of effective communication skills between Paramedics and physicians
- B. Physician contact is sufficient to provide a physician perspective of patient care
- C. Overall, exposure to physicians in the program is adequate

Count	Avg	No (N)	Yes (Y)	NA
27	1.00	0	27	0
27	1.00	0	27	0
27	1.00	0	27	0

**Physician Interaction Overall Average: 1.00**

Please rate the OVERALL quality of the resources supporting the program.

	Number	Percent
Not Sufficient (NS)	0	0%
Marginal (M)	0	0%
Sufficient (S)	27	100%