



Emergency Medical Services for Children

Office: 410-706-1758

Fax: 410-706-3660

MIEMSS' CPS & OP Healthcare Program **Application for Having the CPST Course Registration Paid**

Process:

1. Contact MIEMSS' CPS for Healthcare Project Coordinator about your agency's interest and commitment to child passenger safety. See "*Hospital Self-Assessment: Are You Using Best Practice?*" or CPS Agency Planning Guide (MD KISS. Email: MDH.Kiss@maryland.gov). The Coordinator will then talk with appropriate staff to discuss steps to incorporate the guidelines into the hospital/agency's policies and procedures.
2. Identify the appropriate staff person/s to receive the training to become a Child Passenger Safety Technician ('CPST'). This person would serve as the key resource for the hospital or health agency on child passenger safety, including:
 - Making sure patient education materials on CPS are available and current
 - Knowing where to refer families for car seats or seat checks in the community
 - Being the agency's liaison with MD Kids in Safety Seats (MD KISS) or MIEMSS
3. The staff member (in conjunction with his/her supervisor) completes this application to have the \$95 registration fee for the 3-4 day course paid for by MIEMSS. No other expenses are covered and the number of registrations available is limited in overall number and number per agency, so apply as soon as possible.
4. Return the completed application form to the CPS Program at MIEMSS.
Address: 653 W. Pratt St, 4th Floor, Baltimore, MD 21201
Fax: 410-706-3660. Email: cps@miemss.org
5. Successful applicants will be notified promptly, and then the recipient should **start** the registration process online for the course. To register:
 - a. Go to Cert.SafeKids.org. Click on the box 'Find a Course.'
 - b. Search for a local course by clicking on 'Maryland' (or 'Delaware' or "DC"—whatever is nearby). For 'Course type,' click on 'Certification Course.'
 - c. Click on 'Select' to pick the desired course.
 - d. Follow the directions to start to register. Create a user name and password.
Note: Maryland Kids in Safety Seats requires you to attend a seat check (online or in person) **prior to finishing your registration process**. Stop the process here.
 - e. Once you have met the pre-requirement, email your user name and password to MIEMSS' Administrative Asst Sue Catterton (scattert@miemss.org) and cc: sogaitisjones@miemss.org. Sue will pay your \$95 registration fee with MIEMSS' credit card. Safe Kids should notify you when you are fully registered and paid.
 - f. Close to the start of the course, MD KISS will be in touch with more course details.

Maryland Institute for Emergency Medical Services Systems

653 West Pratt Street

Baltimore, MD 21201-1536

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6. After the class and as needed, the new CPST can contact MIEMSS for public education materials.
7. If you/your agency's CPST leaves the agency, please let the MIEMSS Coordinator know so the project can keep in touch and/or find other contacts at the agency.



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Application Form

Applicant's Name: _____

Title: _____

Hospital/Agency Name: _____

Department: _____

Address: _____

Phone: _____ **Email:** _____

1. How will taking the 4 day course begin or enhance the education and services on child passenger safety ('CPS') provided by your hospital/ agency?

2. Upon becoming a certified Child Passenger Safety Technician (CPST), do you agree to: (circle answer)

- Offer CPS education and/or services in your hospital? YES / NO
- Do your best to meet the re-certification requirements? (e.g., participation in several safety seat checks, periodic updates on CPS, etc.) YES / NO
- Stay in touch with MIEMSS's CPS program about your agency's CPS services, and maintain updated materials? YES / NO

3. Which class do you plan on attending?

Location: _____

Dates: _____

Applicant's Signature _____ **Date:** _____