

To: Ryan Brothers Ambulance
From: ALS/QA Committee
Date: September 9, 2013



Employee Guideline for Requesting Training CEUs Records – Post Employment

What should I do if I need CEU records and have left Ryan Brothers Ambulance?

You may request your training CEUs for the last 6 months you were an employee of Ryan Brothers Ambulance. Please go to the Ryan Brothers Ambulance website: <http://ryanbros.net/Contact>. Former employees must complete the Former Employee CEU's form and e-mail the form to trainers@ryanbros.net.

All employees acknowledge that it is their responsibility to retain any CEU records towards licensure. Ryan Brothers Ambulance reserves the right to deny training CEU records to former employees based on their standing with the company when they terminated employment.

Please note that your request may take up to 90 days to process.