

PIERPONT™

COMMUNITY & TECHNICAL COLLEGE

Emergency Medical Services



Pierpont Community & Technical College

Emergency Medical Services (EMS) Program

Paramedic Student Handbook

2021

WELCOME!

We are thankful and excited you have chosen Pierpont Community & Technical College (PCTC) EMS Program for your Paramedic education! We applaud you for choosing to enter the exciting and rewarding field of emergency medical services. As a Paramedic, you have the abilities to perform life-saving skills and interventions and it is our goal to ensure you do so at the highest standard!

This program requires an immense amount of commitment, discipline, and dedication. As the job of a Paramedic entails professionalism to the highest degree, we expect the same out of our students. The student must maintain good-standing morals and integrity as a lot of clinical work is based on the “honor system”. As well as providing education and training to ensure you perform highly as a Paramedic, our goal is also to make you an excellent employee and ready for the workforce.

THIS MATERIAL IS ONLY APPLICABLE FOR THE PARAMEDIC-SPECIFIC PORTION OF THE EMS PROGRAM (AFTER CERTIFICATION AS AN EMT). This handbook clearly outlines all information relating to the program. Such information includes, but is not limited to, expectations, requirements, policies, etc. Please read this handbook thoroughly and review these expectations with your family, your employer, and others that may be directly affected by stringent program requirements (spouse, boyfriend/girlfriend, children, parents, etc.) where applicable. Once you decide to commit to the course, you will sign the agreement at the end and return it by the beginning of the first week of class.

Any information that cannot be found in this handbook can be found in the Pierpont Catalog <http://catalog.pierpont.edu/index.php?catoid=3>

Once again, welcome to the program! If there is anything you need, please don't hesitate to contact us!

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PIERPONT COMMUNITY & TECHNICAL COLLEGE MISSION STATEMENT

The Mission of Pierpont Community & Technical College is to provide opportunities for learning, training, and further education that enrich the lives of individuals and promote the economic growth of our service region and state.

Pierpont strives to enhance the quality of life for people of north-central West Virginia through accessible, affordable, comprehensive, responsive, workforce-related training, and quality higher education opportunities. To fulfill this mission, Pierpont Community & Technical College will:

- Provide a comprehensive selection of career/technical educational opportunities at the certificate and associate degree levels developed through interaction with employers, employees, and college personnel
- Offer transfer education opportunities enabling students to acquire an affordable general education background before matriculating to the college or university of choice
- Provide opportunities for seamless transition from certificates to associate and baccalaureate degrees
- Make available developmental educational opportunities to students who need assistance in improving academic skills to be successful in higher education
- Develop and deliver continuing and community educational opportunities throughout North Central West Virginia such as lifelong learning opportunities, occupational recertification programs, and higher education opportunities for students enrolled in secondary schools
- Provide workforce training and economic development activities for the citizens of north-central West Virginia based on needs of the community and region
- Focus on development of cognitive, affective, and psychomotor skills to foster individual growth, career development, responsible citizenship, and commitment to lifelong learning

The College concentrates its energies and resources on its students, many of whom are the first generation of their families to attend college, adults returning to college or enrolling in higher education for the first time, and transfer students. The College, therefore, offers its diverse student body a wide range of programs, flexible scheduling, and support services, all designed to foster success. To strengthen intellectual development, all students pursuing a degree at Pierpont Community & Technical College are engaged in a general education program, a body of coursework designed to expand their knowledge of civilization, society, scientific inquiry, and artistic expression while preparing them to think about interrelationships among disciplines and prepare for a lifetime of learning.

The College is committed to student learning and focuses its resources on programs that prepare students for careers and advanced education in West Virginia and beyond. Pierpont Community & Technical College provides a broad spectrum of degree options in business and offers programs with specialized accreditation in engineering technology and health careers. Pierpont Community & Technical College is closely identified with its communities. Partnerships with business and industry, public schools, government agencies, and other organizations contribute to economic development; the College fosters enlightened and productive citizenship in its immediate location, the region, and the world.

PROGRAM OVERVIEW

Mission Statement

The Pierpont Community & Technical College Paramedic Program provides individuals with the knowledge, skills, and attributes to provide Advanced Life Support (ALS) care for patients who access the emergency medical system. PCTC EMS education believes in fostering leaders through integrity, respect, motivation, dedication, and discipline.

Program Description

Graduates of this program are eligible to take the National Registry of Emergency Medical Technicians (NREMT) Paramedic exam. Employment opportunities include providers of emergency medical services, fire departments, rescue agencies, hospital specialty areas, industry, education, and government agencies.

Program Goal

In alignment with Standard II.C of CAAHEP Standards: To prepare competent entry-level Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician, and/or Emergency Medical Responder levels.

Graduates of this program are eligible to take the National Registry of Emergency Medical Technicians (NREMT) AEMT exam upon completion of the Spring and Summer terms.

Program Accreditation

Pierpont Community & Technical College is proud to be accredited by the Higher Learning Commission (HLC). This means that Pierpont's educational program and services have been evaluated through a peer review process for quality and continuous improvement.

Since 2013, the NREMT requires successful completion of an accredited program as an eligibility requirement for National EMS Certification at the Paramedic level. PCTC Paramedic program is accredited through the Commission on Accreditation of Allied Health Education Programs (CAAHEP), the largest programmatic accreditor in the allied health sciences field, upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

<i>Higher Learning Commission</i>	<i>Commission on Accreditation of Allied Health Education Programs (CAAHEP)</i>	<i>Committee on Accreditation of Education Programs for the Emergency Medical Services Profession (CoAEMSP)</i>
230 South LaSalle Street Suite 7-500 Chicago, IL 60604	25400 US HWY 19 North Suite 158 Clearwater, FL 33763	8301 Lakeview Parkway Suite 111-312 Rowlett, TX 75088
www.hlcommission.org 800.621.7440	www.caahep.org 727.210.2350	www.coaemsp.org 214.703.8445

Admission Requirements

The potential Paramedic student must be accepted to the institution and certified as a National Registry and/or West Virginia EMT by the first day of cohort. Information regarding transfer credits can be found at <https://www.pierpont.edu/transfer/rules>. The student must also successfully complete ALL the assignments and requirements within an orientation course by the due date(s) assigned within the respective orientation course.

Advanced Placement

Advanced placement will be given only to students who are currently certified as an Advanced Care Technician (ACT) and/or Advanced Emergency Medical Technician (AEMT) in the state of WV and will only count towards participation in a Paramedic Bridge course. All Paramedic Bridge students will be given credit for the following skills and clinical hours. All other ALS providers will be evaluated on a case-by-case basis.

Site	Hours
Emergency Dept	104
Morgue	4
Pediatrics	8
Labor & Delivery	8
Medical Command	4
Respiratory Therapy	8
Field Evaluation	76
Total	212

Assessments By:		
Impression/Complaint	Age	
	Pedi ≤ 17 y/o	Geriatric ≥ 65 y/o
Acute Coronary Syndrome: 2		
Diabetic: 2	Pediatric Total: 10	
Psychiatric: 6	Geriatric Total: 30	
Stroke/TIA: 2	Adult Total: 50	
Sepsis: 2	Classification	
Altered Mental Status: 2	Trauma Total: 30 (Ped: 6, Geri: 6)	
Dysrhythmia: 2	Medical Total: 60 (Geri: 12)	
Shock: 2	Obstetric Total: 5	
Abdominal Pain: 2	Cardiac Total: 20	
Chest Pain: 2	Respiratory: 20	
Toxicology/OD: 2		
Respiratory Distress: 2		
Skills / Interventions Performed		
Med Admin Total: 50	Inhaled Med (MDI, Nebulizer): 2	IM/SQ Inject: 2
Supraglottic: 3	Ventilation: 6	IV/IO: 50
Field Evaluations		
Field Eval: 25 (5 BLS)		

- Students who completed additional clinical hours within the past 2 years (e.g. during their initial ALS provider course), may be given credit with appropriate verification.
- Skills completed within the past 2 years (prior to enrollment as a student) while functioning as an ALS provider may be credited with verification by HIPAA-compliant PCR.

Tuition, Costs, and Fees

Information on tuition costs for PCTC can be found online at the following locations:

- Tuition & fees: www.pierpont.edu/financial-aid/explore-costs/tuition_fees
- Refund Policy: www.pierpont.edu/ac/expenses-financial-aid

The following costs will be the responsibility of the student:

- Immunizations/Vaccinations
- Desired pants and footwear (*reference Dress Code*).
- Travel expenses for clinical/field internship locations
- Books, pens/pencils, notebooks, etc.
- WVOEMS (or equivalent) certification fees

Essential Functions

The following are essential functions of the Paramedic student. The student must be able to perform all the essential functions to be able to participate as a student and be eligible for entry-level job placement.

PHYSICAL

Visual

- See objects up to 20 inches away (computer text, syringe calibrations)
- See objects up to 20 feet away (presence of individuals close-by)
- Distinguish color (color-coded supplies) and shading (skin signs)

Auditory

- Hear and distinguish noises ranging in intensity from faint to loud
- Hear and distinguish sounds with use of stethoscope (lung sounds, heart tones, etc.).

Tactile

- Perceive vibration, faint (pulses, presence of veins) and strong
- Perceive temperature (skin signs, environment)
- Perceive differences in surface characteristics (palpate anatomic landmarks)

Smell

- Perceive odors from faint to noxious (smoke, gas, alcohol, bodily substances, etc.)

Strength

- Lift or support 125 pounds
- Push or pull 25 pounds
- Move and/or carry objects weighing up to 50 pounds

Endurance

- Perform repetitive movements (e.g. CPR)
- Maintain physical tolerance to effectively and safely deliver patient care for duration of shifts
- Work in environments with extremes of weather (heat, cold, rain, snow, etc.)
- Ride in all positions (e.g. setting sideways, backwards, frontwards) in ambulance or response unit without compromising ability to effectively and safely deliver patient care

Agility

- Twist/bend
- Climb (nontechnical)
- Squat/kneel
- Move with sufficient speed to respond to an emergency
- Move over uneven, wet, or slippery terrain

Gross Motor

- Maintain balance, sitting, and standing, in motion and still
- Reach above shoulders and below waist
- Move within confined spaces
- Use upper body to perform CPR

Fine Motor

- Manual dexterity sufficient to grasp and manipulate objects
- Pinch or squeeze with hands and/or fingers
- Use pen/pencil/stylus to write legibly
- Press keys or buttons to enable machine functions
- Twist with hands (turn knobs, tighten fittings)

COGNITIVE

General Skills

- Apply knowledge across different situations
- Recall information by accessing both short and long-term memory
- Tell time accurately
- Read and interpret digital readouts or other displays on equipment
- Read and comprehend multimodal information (i.e. illustrated instructions, charts, graphs, etc.)

Mathematics

- Perform accurate measurements (weight, temperature, volume, or time)
- Count events or instances (pulse rate, drip rate)
- Perform arithmetic (add, subtract, multiply, and divide, including fractions) and convert numbers to or from the metric system (assistance from a device such as a calculator is permitted)

Reading

- Read and comprehend English, including medical terminology
- Notes pertinent detail in written instructions

- Accurately perceives numbers

Writing

- Convey information accurately through written English

Speech

- Convey information accurately through spoken English to a variety of audiences
- Convey information accurately in English using telecommunication devices
- Comprehend information delivered in spoken English

Critical Thinking

- Prioritize and plan information and tasks, including delegation of tasks
- Consider deadlines and timing and include in decision making
- Process and sequence information
- Evaluate and sequence possible outcomes
- Identify cause and effect
- Solve problems

Behavioral (Affective)

- Maintain concentration on situation and tasks if necessary
- Maintain professional demeanor in all interactions in and out of the classroom
- Maintain professional therapeutic boundaries
- Adapt to sudden, expected, or unexpected change
- Adapt to make generalizations, judgements, and/or decisions based on sensory, judgmental, and/or verifiable criteria
- Respond appropriately to stress and other strong emotions, both own and others'
- Negotiate interpersonal conflicts to successful resolution
- Demonstrate respect, patience, and compassion
- Establish rapport with patients, bystanders, and classmates/coworkers as appropriate
- Appreciate and value diversity (social, cultural, spiritual, racial, or other)
- Recognize emotions, both own and others'
- Provide emotional support to patient and others as appropriate
- Value and demonstrate honesty, integrity, and justice
- Demonstrate professional ethics and adhere to ethical standards in all situations

ATTENDANCE, ASSIGNMENTS, AND GRADING

Class Meetings

Classes will be held Wednesdays from 1pm – 10pm *OR* Fridays from 9-6pm at 501 West Main Street, Clarksburg WV at the Caperton Center. This holds true for Spring and Fall semesters. During Summer semesters, students will attend Wednesday evenings 5-10pm *OR* Fridays 9a-2pm. NOTE: Summer semester hours/dates are subject to change. There will be times when class will have to meet on weekends or days outside the above listed. Alternate class times will be provided with notice at least thirty (30) days in advance. In the event meetings are not able to be held face-to-face, alternative arrangements will be made by instructors.

Clinical Rotations and Field Internship

Clinicals (Field training, ED, OR, etc.) will be scheduled outside of class. It will be the responsibility of the student to schedule shifts utilizing Fisdap or via their EMS preceptor. Absences or tardiness at clinical and internship sites will not be tolerated and may be subject to disciplinary action. If a scheduled clinical is to be changed, the Clinical Coordinator must be notified within 72 hours of the beginning of the shift. A physician's excuse mat be request for any shift missed due to an illness.

Class Absences

Students are expected to attend ALL classes. In some situations, there may be days where class absences are not permitted, such as days for certifications and/or examinations. The instructor must be notified of all absences from class prior to the beginning of the missed class. Any excess absences will result in dismissal from the program. The instructor may grant excused absences on their own discretion.

Assignments

The Paramedic program is established as a “flipped classroom.” This means the students are expected to complete all assignments by their original due date. This creates a quality learning environment as the student's meet face-to-face to cover material the student has already covered. Late assignments will not be accepted, unless otherwise approved by the instructor. Additional information on each class is available in its respective syllabus. Students are urged to read and understand the syllabus of each course.

Grading

Courses will be based on a numerical and alphabetical score. Students are required to maintain a “C” average in each course to continue through the program. The grading system will be based on the following scores:

A > 90%

B 80% – 89%

C 70% - 79%

D 60% – 69%

F < 60%.

Student Assessment Techniques

Within the Paramedic program, students will be assessed within the following domains of learning:

- Cognitive - the knowledge of information and facts.
- Psychomotor - the learning of skills requiring motion or muscle coordination.
- Affective - attaching attitudes, values, and feelings to information learned.

Cognitive Domain:

- Assessment is accomplished through quizzes, exams, homework assignments and through the demonstration of learned material within the laboratory session (i.e. being able to recognize the signs and symptoms of a disease given in a scenario, formulating a correct treatment plan, and acting on it).

Psychomotor Domain:

- Assessment is accomplished through practice and evaluation of skills stations within the laboratory session. Students must not only be able to formulate the correct treatment plan for their patient, but then must be able to appropriately treat the patients using the correct equipment in a safe and appropriate manner. Students must demonstrate consistent proficiency in all skills required of the Pierpont EMS Program, the accrediting body, and National Registry of EMT's.

Affective Domain:

- The affective domain is defined as learning that involves the attitudes, values, and feelings of the learner. Types of affective behavior desired within the EMS profession include:

Integrity	Communications	Respect
Empathy	Time management	Patient Advocacy
Self-motivation	Teamwork/Diplomacy	Self-confidence

Examples of evaluating the above standards could include:

- Tardiness - excessive tardiness or absenteeism as a student most likely exemplifies what a future employer may see from the same individual.
- Safety - a student who is unsafe with equipment or medications has the possibility to demonstrate the same behavior in the workforce.
- Responsibility - a student who cannot attend his/her clinical rotation and then fails to discuss the matter with his/her instructor until the last day of class is shedding his own personal responsibility onto others.
- Ethical Standards - A student who cannot demonstrate acceptable ethical standards in the classroom may likely perform similar types of behavior when they are functioning in the field with little direct supervision.

Students must be able to assess patients, develop an appropriate treatment plan for the patient, and implement the plan in a timely fashion for the good of the patient. It is reasonable to assume that students who cannot perform the above within the classroom will be ill-prepared to function as an EMS provider in the field.

ADVISING AND DISCIPLINE

Advising

Each student shall meet with faculty for the purpose using the following guidelines:

- Routine discussion of student's performance
- Academic performance
- Clinical performance
- Behavioral performance

Student/faculty advising may occur using the following guidelines:

- Minimum of one (1) meeting per semester with the Program Coordinator and/or Clinical Coordinator to discuss academic and/or clinical performance and documentation
- When academic, clinical, or behavioral performance falls below minimal standards
- At the request of the student
- By request of the Program Coordinator, Clinical Coordinator, instructors, or preceptor
- Communications may be electronic and/or face-to-face

Discipline

A student's conduct must meet the standards of the program. Failure to comply with any of the written program guidelines or expectations may result in disciplinary actions ranging from verbal reprimand to dismissal from the program. The Program Coordinator in consultation with Pierpont staff, and the Medical Director shall determine the level of discipline. Disciplinary actions may result for the, but not limited to, following reasons:

- Personal characteristics that interfere with successful performance
- Excessive or chronic attendance problem
- Falsification of records or reports
- Cheating
- Illicit and/or unprofessional behavior (in or out of the classroom)
- Violation of Pierpont Student Code of Conduct

Reinstatement

In the event the student does not complete the program, he/she has the following options:

- To apply as a new student and complete ALL Paramedic coursework from the beginning
- To apply as a continuing student by writing a request to the Program Coordinator to be reinstated into the program and must discuss the following: reason(s) for the student being unsuccessful in their previous program coursework; and assurance that the reason(s) have been addressed and will not affect the student's future performance. Request may only be for reinstatement for the next available Paramedic cohort, as previous credits align with new cohort.
- Complete and pass a comprehensive cognitive and psychomotor exam in respective to their previous exit point.

The Program Coordinator in consultation with Pierpont staff, and the Medical Director shall consider the request for reinstatement as space allows into the next Paramedic cohort.

CODE & CONDUCT

Personal Appearance

Appearance is an important aspect of the EMS profession, and cleanliness and personal hygiene are critical to the control of infectious diseases. Any instructor or preceptor may refuse entrance to a class or clinical environment if the student's appearance is unacceptable to them.

- Clothes will be neat, clean, and appropriate for the activity. Dressing in any manner that reveals undergarments, cleavage, genitalia, or as otherwise deemed inappropriate will not be acceptable. Students may be dismissed from class and issued an absence in violation of this standard, or wear clothing provided by PCTC EMS.
- Personal hygiene shall include the control of objectionable body odors and neatly groomed hair, and facial hair.
- Attire for clinical experience and field internship will be the issued PCTC EMS student polo, dark blue or black slacks (no denim material), black shoes or boots, a black belt, and a PCTC student name tag. Some internship sites may have different or additional uniform requirements which students shall abide by.

Conduct During Class

To ensure an environment that is conducive to learning, the following guidelines should be noted:

- Students shall be professional and respectful in the classroom, both to instructors and fellow students.
- Students shall participate actively in classroom and lab activities.
- Portable radios and pagers must be kept off throughout class time.
- Computers/tablets/phones may be used in class for class-related purposes only but will not be permitted during any quizzes or exams. Any incidence of inappropriate use in the classroom may result in the permanent loss of that privilege.
- Cell phones shall be placed on silent. If using the phone is an absolute must, the student should excuse themselves.

Conduct During Clinical Rotations and Field Internship

Sites that allow our students to participate in clinical work/field internship do so as a courtesy to our EMS program and the student's education. They receive no gain whatsoever by allowing Paramedic students on their ambulance or in the ED, OR, ICU, etc.

- The student must respect the fact that they are a guest at their clinical site/field internship.
- The student is expected to remain for the entire scheduled shift, unless otherwise authorized and in communication with Clinical Coordinator.
- The student will function in a fully professional manner always.
- The student shall serve as part of the medical team in their respective setting.
- The student shall only perform duties under the supervision of an accepted preceptor.
- The student shall not operate any department apparatus.
- The student shall not utilize any equipment they are not authorized or trained to use.

Social Media

The student shall not post or discuss any clinical/field experience or information regarding any experience with an affiliate (EMS agency hospital, etc.), respective staff or clients/patients on any social media (Facebook, Twitter, Instagram, etc.).

Grievances

Any student that has a complaint, grievance, or any concern should make an official communication of such. This communication can be made to any representative of the PCTC EMS program (Instructor, Preceptor, etc.) but must ultimately be made to the Clinical Coordinator and Program Coordinator. Official communications are considered those in writing or via their Pierpont student email.

CLINICAL ROTATIONS AND FIELD INTERNSHIP REQUIREMENTS

Insurance

Pierpont Community & Technical College does not provide individual health or accident insurance. Therefore, students should be covered by a health insurance policy before entering the EMS program. Students are responsible for any expenses incurred because of illness or accidents in any aspect of the program, including clinical facilities. Pierpont Community & Technical College provides professional liability insurance for its EMS students through the WV BRIM Liability Insurance. Coverage includes \$1,000,000 for each occurrence. The College covers the complete cost of the insurance for the student.

Immunizations and Screening

Each student is required to keep on record within the PCTC EMS program current immunizations, obtain an approved medical physical evaluation, and a clear drug screening prior to performing field internships and clinical rotations. Refusal to consent to drug screening examinations or immunizations as requested by an agency representative, may result in immediate dismissal from the program.

Documentation

All documentation of clinical shifts and field internships must be completed prior to dismissal from shift, following the instructions on the respective forms. If the preceptor is unable to sign, then a supervisor may be substituted. The clinical coordinator should be notified of the alternative signatures via email prior to locking the shift in Fisdap.

Evaluations will remain confidential and will be reviewed by the Clinical Coordinator and/or Program Coordinator only. The preceptor may review their evaluations with the student at the end of the shift if they desire.

All shift reports must be logged into Fisdap and locked for final submission and the respective paperwork submitted within **five (5) days** of the respective shift or they will not be counted. The associated paperwork (excluding student evaluation forms) must also be scanned into the Fisdap shift prior to locking the shift.

Clinical Rotations

Each student must participate in clinical rotations in varying aspects of the healthcare systems. This includes, but is not limited to, Emergency Departments, Operating Rooms, and more to become familiar with different aspects of the healthcare system, perform skills in a controlled environment, and conduct additional patient assessments. It is the responsibility of the student to schedule shifts for needed clinical sites and/or hours.

If a schedule conflict arises, notification must be made to the Clinical Coordinator within 72 hours before the scheduled shift. Exceptions may be made by the Program Coordinator or Clinical Coordinator (e.g. emergencies, sickness, etc.). A student who has unexcused absences of clinical shifts may be face disciplinary actions.

Field Evaluation/Internship

Each student must participate in a field evaluation/internship on an Advanced Life Support (ALS) ambulance under the direct and immediate supervision of a Paramedic who has been approved as a preceptor by their agency and by the PCTC EMS program. The student must be a third-person (minimum) of the ambulance crew, adhere to Pierpont uniform policy, and cannot be the primary attendant of the patient. The Preceptor must complete the specified Preceptor Training. The Clinical Coordinator and Program Coordinator must approve all evaluation/internship plans. Signed agreements with the EMS agency must be on file with PCTC before any internship time is conducted with that respective agency.

Practicum Completion

The student must complete 100% the field evaluations/team leads, and hours listed under “*Clinical/Field Hours per Semester*” and “*Clinical & Field Minimums*” in their respective semester. If a student is unsuccessful at completing said requirements, the student is then not able to continue within the same Paramedic cohort but will be able to begin the next progressing semester to the next year’s cohort. For example, if a student does not complete all Summer requirements, they must be enrolled as a student and complete their missing clinical requirements, after which they can begin the Fall semester of the next year’s Paramedic cohort. If the student does not complete the clinical requirements of the capstone semester (Fall), they must complete their remaining requirements within 8 weeks of the end of Fall semester. Extensions may be made by the Program Coordinator on a case-by-case basis.

The only exceptions to this standard are as follows:

- The student is not required to complete Operating Room (OR) hours if they are able to successfully complete the required intubations in the field or other clinical setting (i.e. ED, respiratory, etc.)
- The student can complete the required team leads/field evaluations in their respective semester sooner than the minimum hours.
- In the event the student can meet all the minimums for skills/interventions and assessments prior to the required hours, the student’s remaining requirements will be decided in collaboratively between the Program Coordinator, Clinical Coordinator, and Medical Director.

Clinical/Field Hours per Semester

**See Practicum Completion

Site	Spring	Summer 1	Summer 2	Fall	Total
Anesthesia / OR				8	8**
Critical Care				12	12
Emergency Dept	60	36	36		132
Morgue (online)				4	4
Pediatrics			8		8
Labor & Delivery		8			8
Med Comm (online)	4				4
Respiratory (online)				8	8
Field Evaluation	40	30	30		100**
Field Internship				100	100**
Practicum Summaries	10	6	6	10	32
Total	114	80	80	142	416

Clinical & Field Minimums

MUST BE COMPLETED PRIOR TO FALL SEMESTER

Assessments By:		
Impression/Complaint	Age	Classification
Acute Coronary Synd.: 2	Pedi ≤ 17 y/o Geri ≥ 65 y/o	Trauma Total: 30
Diabetic: 2	Pediatric Total: 20	Ped Trauma: 6
Psychiatric: 6	Newborn (< 1 mo): 2	Geriatric Trauma: 6
Stroke/TIA: 2	Infant (1 mo – 11 mo): 2	Medical Total: 60
Sepsis: 2	Toddler (1 – 3 y/o): 2	Ped Medical: 12
AMS: 2	Preschool (4 - 5 y/o): 2	Geriatric Medical: 12
Dysrhythmia: 2	School Age (6 - 12 y/o): 2	Obstetric Total: 10
Shock: 2	Adolescent (13 - 17 y/o): 2	
Abd Pain: 2		
Chest Pain: 2		
Toxicology/OD: 2		
Resp Distress: 2		

Field Evaluations/Team Lead

Spring	Summer	Fall
Field Eval: 10 (5 BLS)	Field Eval: 15	Team Lead: 25

An ALS call is an emergency response with patient interview and physical exam, **AND**

- Successful IV access **AND** ECG, **OR**
- Medication administration (IV/IO/IN) **AND** ECG, **OR**
- Successful ALS medication administration
 - Oxygen and ODT Zofran will not count as an ALS medication

Skills / Interventions Performed

IV/IO Med Admin: 50	Inhaled Med (MDI, Nebulizer): 2	IM/SQ Inject: 2
Intubation: 5	Ventilation: 10	IV/IO: 50

PROGRAM OUTLINE AND COMPLETION REQUIREMENTS

A.A.S. MODEL SCHEDULE

SUMMER – 1ST YEAR			SEMESTER TOTAL	8
EMMS	1103	EMERGENCY MEDICAL TECHNICIAN - BASIC		7
EMMS	ELEC	EX: EMMS 1117 EMERGENCY VEHICLE DRIVING		1
FALL – 1ST YEAR			SEMESTER TOTAL	14
EMMS	1100	INTRODUCTION TO EMS		2
EMMS	1104	EMS OPERATIONS		2
EMMS	ELEC	EX: EMMS 1120 INTRO TO RESCUE OPERATIONS		1
ENGL	1104	WRITTEN ENGLISH		3
OFAD	1150	COMPUTER CONCEPTS		3
MTH	1207	FUNDAMENTAL CONCEPTS OF MATHEMATICS		3

***THESE COURSES HAVE A PREREQUISITE OF EMMS 1103 (AND CERTIFICATION)
AND MUST BE TAKEN IN THE ORDER LISTED***

SPRING – 1ST YEAR			SEMESTER TOTAL	15
EMMS	1106	EMS PRACTICUM I		2
EMMS	1107	BASIC TRAUMA LIFE SUPPORT		1
EMMS	1110	INTRODUCTION TO ALS SKILLS LAB		3
EMMS	2207	AIRWAY MANAGEMENT/PATIENT ASSESSMENT		2
EMMS	2208	SHOCK TRAUMA RESUSCITATION		3
EMMS	2228	MEDICAL PATIENT EMERGENCIES I		4
SUMMER – 2ND YEAR			SEMESTER TOTAL	8
EMMS	2209	EMS PRACTICUM II		2
EMMS	2211	EMS PRACTICUM III		2
EMMS	2230	EMS CARDIOLOGY		3
EMMS	2231	CARDIOLOGY LAB		1
FALL – 2ND YEAR			SEMESTER TOTAL	17
EMMS	2203	ALS SKILLS LAB		2
EMMS	2214	EMS PRACTICUM IV		3
EMMS	2229	MEDICAL PATIENT EMERGENCIES II		4
EMMS	2995	ASSESSMENT BASED MANAGEMENT		2
ENGL	1109	TECHNICAL REPORT WRITING		3
SCY	1101	INTRO TO SOCIOLOGY		3
		-OR-		
PSYG	1101	INTRO TO PSYCHOLOGY		3

Upon successful completion of all above coursework, students will be eligible for Paramedic Certification

Certificate of Applied Science (CAS) Model Schedule

C.A.S. MODEL SCHEDULE

FALL – 1ST YEAR			SEMESTER TOTAL	12
EMMS	1100	INTRODUCTION TO EMS		2
EMMS	1104	EMS OPERATIONS		2
EMMS	1103	EMERGENCY MEDICAL TECHNICIAN - BASIC		7
EMMS	ELEC	EX: EMMS 1117 EMERGENCY VEHICLE DRIVING		1

**THESE COURSES HAVE A PREREQUISITE OF EMMS 1103 (AND CERTIFICATION)
AND MUST BE TAKEN IN THE ORDER LISTED**

SPRING – 1ST YEAR			SEMESTER TOTAL	15
EMMS	1106	EMS PRACTICUM I		2
EMMS	1107	BASIC TRAUMA LIFE SUPPORT		1
EMMS	1110	INTRODUCTION TO ALS SKILLS LAB		3
EMMS	2207	AIRWAY MANAGEMENT/PATIENT ASSESSMENT		2
EMMS	2208	SHOCK TRAUMA RESUSCITATION		3
EMMS	2228	MEDICAL PATIENT EMERGENCIES I		4

SUMMER – 1ST YEAR			SEMESTER TOTAL	8
EMMS	2209	EMS PRACTICUM II		2
EMMS	2211	EMS PRACTICUM III		2
EMMS	2230	EMS CARDIOLOGY		3
EMMS	2231	CARDIOLOGY LAB		1

FALL – 2ND YEAR			SEMESTER TOTAL	12
EMMS	ELEC	EX: EMMS 1120 INTRO TO RESCUE OPERATIONS		1
EMMS	2203	ALS SKILLS LAB		2
EMMS	2214	EMS PRACTICUM IV		3
EMMS	2229	MEDICAL PATIENT EMERGENCIES II		4
EMMS	2995	ASSESSMENT BASED MANAGEMENT		2

Upon successful completion of all above coursework, students will be eligible for Paramedic Certification

REQUIRED TEXTBOOKS

Book	Edition	ISBN-13
Paramedic Care: Principles & Practice, Volume 1: <i>Introduction to Advanced Prehospital Care</i>	5th	9780134572031
Paramedic Care: Principles & Practice, Volume 2: <i>Patient Assessment</i>	5th	9780134569956
Paramedic Care: Principles & Practice, Volume 3: <i>Medical Emergencies</i>	5th	9780134538730
Paramedic Care: Principles & Practice, Volume 4: <i>Trauma Emergencies</i>	5th	9780134449746
Paramedic Care: Principles & Practice, Volume 5: <i>Special Considerations and Operations</i>	5th	9780134449753
<i>The books listed above will be used for the entire duration of the Paramedic course</i>		
Prehospital Trauma Life Support (PHTLS): SPRING	9th	9781284180343
Basic Arrhythmias: SUMMER	8th	9780134380995
Advanced Cardiac Life Support (ACLS): SUMMER	2020	20-1106
Advanced Medical Life Support (AMLS): FALL	3rd	9781284196115
Pediatric Advanced Life Support (PALS): FALL	2020	20-1119

Emergency Medical Services



PCTC EMS PROGRAM STUDENT AGREEMENT

By signing of this documentation, I _____ *Student Name* _____ adhere to the following regarding the Pierpont Community & Technical College EMS Program Handbook, herein known as the PCTC EMS Handbook:

- I have read and understand the PCTC EMS Program Handbook.
- I agree to conduct myself in accordance with the provisions of the PCTC EMS Program Handbook.
- I acknowledge and understand the expectations and requirements of my role as a Paramedic student as described in the PCTC EMS Program Handbook.
- I understand that I must successfully complete all components of the course within the guidelines set forth in the PCTC EMS Program Handbook.
- I understand that any non-compliance of the PCTC EMS Program Handbook may result in disciplinary action, up to dismissal from the program.

Student (*Print*)

Student (*Sign*)

Date (*MM/DD/YYYY*)



Authorization for Disclosure of Personal Information

I authorize the Emergency Medical Service Program of Pierpont Community and Technical College to disclose / release the following information to clinical facilities for authorization to participate in clinical education while enrolled in an EMS department program.

- Medical Examination and Drug Screen
- Immunization Records
- Criminal Background

This authorization shall remain valid from the date of signature until the release or graduation/ completion of the EMS program and may not be valid for greater than one year from the date of signature for West Virginia medical records.

I understand that after the custodian of records discloses my health information, it may no longer be protected by federal privacy laws. I further understand that this authorization is voluntary and that I may refuse to sign this authorization. I understand that my refusal to sign will affect my ability participate in practicum necessary to successfully complete my chosen course of study. By signing below, I represent and warrant that I have authority to sign this document and authorize the use or disclosure of protected information and that there are no claims or orders pending or in effect that would prohibit, limit, or otherwise restrict my ability to authorize the use or disclosure of this protected information.

Student (*Print*)

Student (*Sign*)

Date (*MM/DD/YYYY*)

*You have the right to revoke this authorization, by sending your written request to
Pierpont Community and Technical College
ATTN: EMS Program,
501 West Main Street
Clarksburg, WV 26301*