

MOBILE MEDICAL RESPONSE  
COURSE SYLLABUS  
EMT

Course Description:

This course is designed for individuals interested in becoming Emergency Medical Technicians. Emphasis will be placed on the development of knowledge and skills needed to provide basic life saving care. In addition, the student will be given the opportunity to use their skills in the ambulance and clinical setting. Approximate course hours are 220. The program length will be 4 months. This program and sponsor have been approved by the MDCH.

Course Admission Criteria:

Students applying for the EMT program entry must have:

- \* High School Diploma, GED or equivalent
- \* A valid driver's license
- \* No Felony Convictions
- \* Hepatitis B vaccination and a current TB test
- \* Asset Testing or Asset Score in Math and Reading or Equivalent
- \* Measles, Mumps, and Rubella records

Course Schedule: See attached schedule

Attendance: See attached Attendance Policy

Grades:

Information used for instruction and testing purposes is based on the Department of Transportation objectives. These objectives are found in the beginning of each chapter of the textbook. Students must receive a final grade of 80% or higher to successfully complete the class. This grade will be based on didactic, practical, and affective activities. The final practical exam must be successfully passed in order to be eligible to take the National Registry written exam. Once you pass the National Registry written exam, you may apply to MDCIS for licensing. The grading scale is as follows: 90-100%-A, 80-89%-B, 79-70%-C, 69-60%-D, Below 60%-E. Tests may be given at any time during the class session. Tests will be multiple choice, true-false, matching, short answer, and essay. There will also be scenario based practical testing. Progress reports will be issued at mid-term at course completion, or as needed.

Student Conduct:

Students will be courteous, considerate, and respectful of all staff, patients, and guests.

Conduct for which dismissal may be imposed includes, but not limited to, the following:

- use, consumption, or sale of alcoholic beverages or contraband on the property of the sponsors.
- the malicious or willful destruction of the sponsor's property of any description.
- tampering with or misuse of any of the sponsor's equipment.
- physical assault or sexual harassment of another person.
- any misconduct that would be cause for dismissal from a position in the health care field.
- cheating on evaluation tools.
- falsification or misrepresentation in the pre-requisites for entry into the course.

Dress Code:

Appropriate, professional dress is required for class sessions. On practical days, consult the instructor for appropriate dress. Torn, see-through, abbreviated or offensive graphic designs are not permissible. The student shall wear their nametag provided at all times while in the clinical setting. The student is also expected to practice good hygiene while in the classroom and clinical setting. The student is expected to exercise the following:

- clean teeth and fresh breath
- recognition of and care for body odor.
- clean and neat hair, long hair must be pulled back
- neatly trimmed moustache or clean shaven
- clean hands and fingernails
- limit make-up and cologne
- studded earrings only limited to ears and in both ears. No bracelets, and necklaces to be worn under clothing.

Tobacco Use:

Tobacco use is permitted in designated areas only. No tobacco use allowed on Mobile Medical Response properties. No Tobacco use is allowed while in MMR uniform, this includes ALL student clinical uniforms. See Policy #231.

Clinical Time:

Student's clinical time will begin at mid-term. Vaccination requirements must be met before this time. Students will report to clinical preceptors. Students will be given clinical evaluation forms to be completed following each session. The department R.N. or L.P.N., Paramedics, EMT-Specialists, or EMTs will be in charge of the student during their clinical session. These preceptors have the authority to dismiss a student from the clinical session. Students are to observe in any and all procedures. Students are limited to performing procedures only under the direct supervision of a preceptor. You are to notify your instructor if you are unable to attend a clinical rotation. All clinical time must be completed before course completion is issued.

The dress code for clinical rotations:

The student will wear clean, neatly pressed dark blue or black cotton pants, (Dockers type, no jeans), and a clean neatly pressed white cotton shirt with a collar. No other logos or patches are to be affixed to shirts. White cotton crew neck undershirts are required under shirts. Military style boots or black leather shoes are to be clean and black. No tennis or sports shoes allowed. MMR coats will be available for students to borrow during ride time. There will be a replacement charge for coats not returned. Nametags are to be worn at all times above left shirt pocket in an obvious, visible manner. The instructor and clinical supervisor have the right of final determinations regarding student appearance.

Inclement Weather:

There may be occasions to cancel classes due to inclement weather. A voice mail number will be provided the first day for students to call to find out if class is cancelled. A contact number for the instructor will be provided on the first class session. Make-up days will be scheduled and announced.

Class Session Cancellation:

Every attempt will be made to adhere to the published calendar. However the course sponsors reserve the right to cancel any class session. If a cancellation does occur, reasonable attempts will be made to notify students. A contact number for the instructor will be provided on the first class session

Program Payments/Withdrawal/Refund:

**Final payment for the EMT program is due 30 Days from the 1<sup>st</sup> day of class.** Students must submit a letter stating the reason for withdrawal to the instructor. A copy will be forwarded to the finance department. Refunds will be based on the following schedule:

- Down payments are non-refundable.
- Requests received within 30 days from the first day of course will receive any monies minus deposit.
- Requests received between 31 and 59 days from the first day of class, will be refunded 50% of the second and/or third installment as applicable.
- Requests more than 60 days from the first day of class will not be issued a refund.
- All tuition fees paid by the applicant shall be refunded if the applicant is rejected by the school before enrollment.

Health and Safety Policy:

Due to the nature of EMS and close contact with fellow students, faculty, and patients, students are required to take necessary precautions to ensure that the safety and health of all are protected. All students are required to practice universal precautions at all times in the classroom and clinical setting. In addition, proof of negative TB skin testing and Hepatitis vaccination (or signed declination form) are required. Students who are ill should not attend class or visit a clinical site if there is any danger of transmission of the illness to others.

Assessment:

Asset assessment scores, Compass assessment scores, or ACT scores are required in Math and Reading. If you are enrolled through the college it can be taken there or records may be transferred here. MMR will test all students in Math and reading levels, advise the student and offer academic guidance for those scoring below advised levels.

Complaints:

If at any time you have concerns regarding the course, individuals, preceptors, or instructors, you may submit in writing those concerns to the Mobile Medical Response Education Manager.

Credit for Previous Training

No credit is given for previous training.

Placement Assistance

Mobile Medical Response does not offer placement assistance.

Course Approval

Students will be provided with a copy of the course approval.

Required Materials:

Required materials will be given to students the first night of class. Course fees exclude texts. If students would like to purchase text books prior to the start of the program, a resource for the identified book will be supplied. Students are responsible for paper, writing instruments and a watch with a second hand. Any other equipment is optional.

Course Completion:

A certificate of course completion, National Registry exam application, exam reservation form, and necessary information for licensure will be issued to those successfully completing all components of the EMT course and paying in full all course fees. Course completion rosters will be submitted to MDCH.

MDCH program requirements are available upon request

**National Registry Exam fees and MDCH license fees are the responsibility of the student and not included in the course fee.**

05/10