



# Copper Mountain College

## Emergency Medical Technician Basic Course Guidelines

Prospective students must attend an Information Session and submit all pre-enrollment documents prior to receiving permission to enroll in the EMT Program. The **Permission To Register** form is to be presented to registration personnel at time of enrollment in the EMT Program.

Class meeting times and dates are as stated on the course schedule. Hours required for the course are mandated by the State of California. It is important for you to arrange your schedule so you can attend all meetings. There is no mechanism for make up of absences.

Students are expected to behave in a professional manner at all times when attending any function associated with the EMT Program. Any time a student's behavior or language is inappropriate, disruptive or disrespectful to instructors, students or any other persons, the student will be asked to leave and will be subject to the attendance policy.

Students are required to dress in the Program uniform while involved in all functions associated with the EMT Program. (Registration confirmation will be required to purchase the Program uniform.)

- Program shirt (gray polo shirt with CMC EMT Student on the left chest)
- Navy blue uniform pants
- Watch with sweep second hand
- Belt (black, must be plain, duty weave preferred)
- Shoes (black, polished)
- Copper Mountain College Student ID card (in plastic holder clipped to shirt)

The uniforms are to be neatly pressed and clean with all of the required components. No oversized shirts, baggy pants, jewelry, hanging lanyards, hanging chains, extreme make-up and/or hair color, artificial (acrylic or other) fingernails, fingernail polish or perfumes are allowed while in the Program uniform. Hair is to be neat and clean. Long hair will be securely pinned up and off the collar. These are safety issues and there are no exceptions. Students will be required to sign a uniform contract agreement and there will be uniform inspections conducted on a random basis. Students not following the uniform guidelines will be asked to leave the class meeting or course function and will be subject to non-compliance, counseling, and removal from the Program.

Equipment required for the Program includes:

- Textbook
- Workbook
- San Bernardino County (ICEMA) Protocols
- 3 ring binder
- Skills manual
- Stethoscope
- B/P cuff
- Trauma Shears
- Safety goggles
- Hep Mask
- Penlight

This course requires 72 classroom hours, 64 skills/lab hours and 44 field/clinical hours. The primary instructor will schedule the field/clinical hours and submit a schedule to the appropriate clinical facility. Once the schedule is submitted there are no changes or substitutions allowed. If a student misses a scheduled rotation they will be subject to being dropped from the Program.

A minimum of 10 documented patient contact reports are required to complete the Program. Patient contact reports will be provided at the appropriate time. No substitutions are allowed.

The student is responsible for picking up any hand-outs provided. Information included may be on the quizzes or tests. There is no mechanism for making-up quizzes or any of the testing procedures.

The skills testing portion is a pass/fail situation.

Students are required to complete all course assignments in a timely manner as assigned by the instructor.

All written assignments are to be done on notebook paper and kept in a binder along with all hand-outs provided. When completing assignments or tests students will follow these guidelines:

- Hand written, no computer generated, typed or copied papers
- Make corrections appropriately
- No unnecessary/additional marks on the paper
- No white-out
- No write-overs
- Must be legible

Students must have access to a computer and the internet.

The EMT Program is a 6 unit course. This course includes 4 sections:

- Didactic (lecture, group presentations)
- Skills (practical application)
- Clinical (Hi-Desert Medical Center Emergency Department)
  - Clinical Orientation
  - Clinical Verification
- Field (San Bernardino County Fire, Morongo Basin Ambulance)
  - Field Verification

Students must be successful in all four areas to successfully complete the Program.

Students must maintain an 80% average throughout the Program. If a student's average drops below this percentage the student will receive a notice of non-compliance and counseling as to their options.

### **State Certification:**

After successful completion of the EMT Program the student will be eligible to sit the certification test administered by the National Registry of Emergency Medical Technicians (NREMT). After successfully completing the testing the student will be eligible to apply with the local authority for EMT certification, subject to passing the local agency's background check.

Renewal of the EMT certification is required every two years. This may be done by attending an approved refresher course and obtaining continuing education units. (CEU)