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PROGRAM DESCRIPTION:

The educational program provides the didactic and clinical experience needed to obtain licensure as an EMT Basic in the State of Illinois.

The program is organized to provide the student with knowledge of acute, critical changes in physiology, psychological, and clinical symptomatology as they pertain to the pre-hospital emergency medical care of the infant, child, adult, and geriatric patient. Students shall have an opportunity to acquire clinical experiences and practice skills related to the emergency medical care of these patients. Students shall have the understandings of the ethical and legal responsibilities, which they assume as both a student and licensed EMT Basic.

The educational program consists of didactic instruction, skills laboratory, and clinical instruction. The didactic component consists of lectures, discussions, and demonstrations, presented by paramedics and EMT Basics. The clinical component consists of supervised practice of emergency medical skills while in the emergency department.

GOAL STATEMENT:

The goal of the EMT Basic education program at Waubonsee Community College is to produce competent, entry-level EMT Basics to serve in volunteer and/or professional career positions in the State of Illinois and area communities.

The EMT Basic has fulfilled the prescribed requirements by the Illinois Department of Public Health (IDPH), to practice the art and science of pre-hospital medicine in conjunction with medical direction. Their goal is to prevent and reduce mortality and morbidity due to illness and injury. The EMT Basic primarily provides care to emergency patients in the pre-hospital setting and serves as a vital member of the healthcare team.

OBJECTIVES:

- Demonstrate knowledge of the organization of the Emergency Medical Services program in the State of Illinois.
- Demonstrate knowledge of the legal aspects of emergency medical services in the State of Illinois.
- Demonstrating knowledge of anatomy and physiology of the human body.
- Demonstrate knowledge and skill levels necessary for the successful management of medical emergencies, trauma, environmental emergencies, and psychological emergencies.
- Demonstrate knowledge and skill levels necessary for patient assessment including:
  - Obtaining and recording patient vital signs.
  - Obtaining and recording patient medical history.
  - Obtaining and recording incident history.
  - Demonstrate knowledge and skill levels necessary for the successful management of medical, traumatic, environmental and psychological
emergencies.

- Demonstrate knowledge of methods of communication including:
  - Report writing
  - Oral reporting of patient/scene conditions
  - Field/hospital communication systems

**TEXTBOOKS:**

TEXT: Brady’s Prehospital Emergency Care 11th Edition

*Hybrid class only: AAOS Emergency Care of the Sick and Injured, 11th Edition, Jones and Bartlett. With Navigate 2 Premier access code.

**PROGRAM COSTS:**

In addition to tuition and regular fees, the Emergency Medical Technician student has the following minimum fees and expenses:

Textbook: $140 new / $50 rental
- CPR certification: $79
- IDPH exam fee: $20
- Stethoscope: $15
- Drug Screening: $45
- Uniform shirt: $20
- Immunizations, TB testing: per health care provider

Total estimated costs: $229-$319 (excluding medical requirements)

Note: These fees and expenses are approximate costs and are subject to change without prior notice to the student.

**COURSE PRE-REQUISITES:**

All students must complete and pass an **American Heart Association BLS Provider CPR class.** No other CPR certification will be accepted. This certification must not lapse during the class. It is the student’s responsibility to re-certify PRIOR TO the expiration date of his/her CPR card if it will expire during the EMT Basic class.

All students must be 17 ½ years of age.

All students must have a G.E.D or High School Diploma prior to taking the State or National exam.

All students must have a valid social security number to take the State or National Exam.

**FINGERPRINTING AND BACKGROUND CHECK**

Students will be finger printed and have a background check as part of the requirements of the class, and in compliance with IDPH requirements.
IDPH FELONY CONVICTIONS POLICY:

Existing Illinois Law: All IDPH EMS licensees are required to disclose all felony convictions at the time of application under 77 Ill. Adm. Code 515.190(b). In addition, all IDPH EMS licensees are required to disclose all new felony convictions to IDPH within 7 days of conviction under 77 Ill. Adm. Code 515.190(c).

Requirements: If an IDPH EMS licensee: (1) voluntarily comes forward and fully discloses all previous felony convictions to IDPH, in writing, prior to 12/31/2018; (ii) promptly cooperates with all IDPH requests for additional information and documents; (iii) promptly provides complete and truthful information and documents; and (iv) promptly provides the authorizations for criminal background reports together with the fees required for all such reports, then IDPH will not automatically seek to suspend/revoke the licensee's IDPH issued EMS licenses based upon 77 Ill. Adm. Code 515.190(b).

Failure to Come Forward: If an IDPH licensee does not come forward and fully comply with all four items above and IDPH subsequently learns that a licensee has failed to disclose any felony conviction entered in any court, IDPH will seek to suspend/revoke all of the IDPH EMS licensee's licenses.

Class III or IV felonies: If an IDPH EMS licensee complies with the four items above and only has a class III or IV (or an out of state equivalent conviction), IDPH will not take any formal action, so long as the licensee promptly signs the settlement agreement and complies with all terms therein.

Class X, I or II felonies: If an IDPH EMS licensee complies with the above 4 items and has one or more class X, I or II felony convictions, (or an out of state equivalent conviction) then IDPH will apply the 6 factors required by 77 Ill. Adm. Code 515.190(e) as if the licensee disclosed the felony convictions in a timely fashion. If the licensee would have qualified for a license had full and timely disclosure been made, then so long as the licensee promptly signs the settlement agreement, then IDPH will not seek to suspend/revoke the IDPH issued licensees.

Note: No employee of IDPH can change the terms of the law or make any promise or assurance contrary to the above.

ATTENDANCE:

Attendance in class is mandatory and it is the student’s responsibility to be in class. The number of hours attended is set by IDPH and hours are met by the student by attending class, doing homework, and clinical. Students who are going to be absent from a particular class are to contact the Lead Instructor or his designee prior to the beginning of that class. The student will be held accountable for all the material presented during his/her absence. It is the student’s responsibility to complete any assignments given.

Students are only allowed one (1) absence during the Summer Semester or Hybrid course and [2] absences during the Fall or Spring Semesters of the EMT Basic program. Students will be dropped from the class when more than the above mentioned number of absences has been reached.

Attendance will be taken by the instructor at the beginning of each class. Each student is required to sign the attendance sheet to be counted as present.
**Punctuality:**
Class will begin and end promptly at the specified time. Tardiness, or leaving class early are inconsiderate to the lecturer and other students. Repeated tardiness or leaving class early will not be tolerated. Tardiness is considered arriving anytime late to class without prior notification to the Lead Instructor. 3 occurrences of arriving late or leaving class early will be counted as an absence.

**TOBACCO POLICY:**
Please refer to the Waubonsee Community College policy regarding smoking on campus. Chewing Tobacco will not be allowed in the classroom or during clinical rotations. The smoking policy within the class room will also include electronic smoking materials.

**DRESS CODE:**
The EMT Basic student projects an image to patients and the community. The EMT Basic student should reflect professionalism and present a well-groomed modest appearance.

**Hygiene:**
Use of deodorant, understated makeup, clean hands, and hair are basic requirements. Excessive nail length, nail artwork, or nail jewelry is not appropriate. **Perfume and cologne are not to be worn during emergency room clinical time.**

**Jewelry:**
Jewelry is limited to a watch and wedding ring during emergency room clinical time. Religious medals may be worn but must be worn inside of uniform without the ability to come out or grabbed by a patient during the clinical shift. Piercings are limited to one stud earing per ear. All other visible piercings need to be removed

**Hair:**
Hair must be clean, well kept, and of a natural color. Long hair is to be secured off the shoulders so it does not drop forward when bending over a patient. Facial hair is acceptable as long as it is neatly trimmed and does not hang down when bending over patients

**Tattoos:**
Tattoos must be covered during the clinical rotation. If tattoos are unable to be covered the EMT student must meet with the instructor to obtain approval to work in the clinical setting. If tattoos are deemed inappropriate, the student will be unable to complete the Clinical requirement for the class and therefore be dropped from the class.
Clinical Attire:
- Dark blue or black uniform trousers (Absolutely No Jeans!)
- Plain black leather belt
- Shirt
  - Collared Fire Department uniform shirt or polo shirt containing the departments logo
  - If the student is not on a Department they shall wear Waubonsee Community College EMT student’s Polo shirt. The Waubonsee EMT shirt must be ordered online from the Waubonsee bookstore before the third session of class. NO EXCEPTIONS. A student without a required shirt will not be able to complete the course successfully, as they will not be able to be compliant with the dress code. (See Non-Compliance to Dress Code below.)
- Clean, sturdy, flat, closed toe and heel black leather shoes or boots. No sandals (Black leather gym shoes are also acceptable)
- Navy blue or black socks. (White socks may be worn with boots only)
- Name Tag (will be issued in class)

Equipment:
Each student must have the following items available to them during emergency room clinical and classroom practical labs:
- Stethoscope
- Black Ink Pen
- Watch with second hand

Classroom Attire:
Casual dress is acceptable during the classroom portion of the course, as long as the EMT-Basic student is clean, well-groomed and dresses modestly. The practical portion of the course will require kneeling, sitting or lying on the floor, so dress should be appropriate for a lab environment. No open toe shoes, no low cut shirts, crop tops, and no undergarments should be seen at any time.

Non-Compliance to Dress Code:
Any student who fails to comply with the dress code will not be allowed in the emergency department. The non-compliant student will be sent home for the entire clinical and receive an unsatisfactory evaluation. It will be the student’s responsibility to reschedule the clinical time within the required time frame.

PATIENT CONFIDENTIALITY:
Patient confidentiality means respecting a patient’s right to privacy. Nothing seen or heard during clinical time is to be discussed in any context other than an educational manner privately with other appropriate healthcare professionals in the clinical setting or classroom discussion. Do not discuss patients in the hallway, elevators, cafeteria, etc. under any circumstances even without use of patient’s name. Do not discuss patients with family, friends, neighbors, media, etc. This includes any social media platforms as well.
PROGRAM COMPONENTS:

**Didactic:**
The scheduled class hours are inclusive of breaks and general program related question time. Each class is designed to *enhance the readings* and student’s understanding of the subject material. **Students will be held accountable to the textbook material as well as lecture.**

**Clinical Scheduling & Hours:**
Students must complete a minimum of twenty-five (25) hours of emergency room clinical in the prescribed time frame as indicated by the lead instructor. This clinical rotation must be done at Rush-Copley Medical Center in Aurora, Northwestern Medicine Delnor Hospital in Geneva, or Amita Mercy Hospital in Aurora. Students employed at any of these three facilities will be required to do their clinical at a different facility. Procedures for scheduling times will be posted. Each student will schedule his or her own hours. Each student will be **REQUIRED** to have the following documentation **before doing clinical.**

1. Copy of American Heart Association BLS Provider CPR Card
2. Proof of Vaccinations
   A. 2-step Mantoux (TB) completed within last 12 months
   B. Proof of MMR (Mumps, Measles, Rubella)
   C. Proof of Varicella (chicken pox vaccine or disease)
   D. Hepatitis B (or signed waiver)
   E. Completed 10 panel drug screening
   F. Annual Influenza vaccine at least two weeks prior to clinical but no more than 12 months before beginning clinical time. (Influenza Vaccine is required for students who are doing any clinical rotations between the months of September 1st to March 31st)
3. Pass a drug screen and criminal background check
   The drug screen and criminal background check must be current with the semester the student is enrolled in
4. Signed Confidentially agreements
5. Signed Release of Information form

Students will be required to complete all paperwork and mandatory drug screen by the date established by the Instructor and Dean for Health Professionals and Public Service Department (Dr. Jess Toussaint). If the appropriate paperwork is not completed by announced date students will be dropped from the course per the Dean.

Failure to meet all of the set requirements for Clinical will result in failure of the class.

**Clinical Absence:**
The student must notify the lead instructor as soon as possible if they will be absent from clinical. The student may be required to contact the Charge Nurse or EMS coordinator at the emergency room as well. It is the students responsibility to reschedule the missed clinical.
Clinical Forms:
It is the student’s responsibility to return all required clinical paperwork to the lead instructor within the designated time frame in order to receive credit and pass the class. Individuals sent home from clinical as discipline will be dropped from the class.

GRADING:

Academic Dishonesty:
Each student is expected to be honest in his or her work. The instructors regard dishonesty in assignments, examinations, or other academic work as a serious offense. A student who cheats is subject to discipline at the discretion of the lead instructor. Cheating will **NOT** be tolerated and will result in an automatic failing grade for that assignment. If cheating is an ongoing problem the student will be dismissed from the program.

Homework:
Homework will be assigned and be required to meet the courses hourly requirement. The homework will be graded in class and used for self-evaluation of how the student is doing in the class. Students failing to get an 80% on weekly homework are encouraged to talk with the instructor to obtain helpful suggestions in obtaining better test scores.

Modular Written Exams:
There will be 7 modular examinations. Exams will be Multiple Choice. Exams will cover topics within the module. Students must score an 80% or better to receive a passing grade. Three (3) failed Modular Exams will result in the student being ineligible for State and National exams. No modular exam retakes or make up test will be allowed. Students who score less than 80% on three modular exams may be dropped from the course.

Final Written Exam:
The Final Exam will consist of multiple choice questions over subject material from the entire course. No retakes or rescheduling of the final exam will be allowed. You must score an 80% or better on the final exam or else a failing grade will be applied for the entire course and students will not be allowed to challenge the State or National Licensure Exam. Students may also be required to pass a final practical examination that has all of the same testing criteria as the final written exam.

Practical Skills Exams:
Practical exams are listed in the program syllabus. Practical skill stations will be set up to examine skill competency and situational use. The student must be present for all Practical Skills Exams. A final Practical Skills Exam may be given per instructor syllabus. The student must pass the final practical exam to be allowed to sit for the National or State of Illinois Licensure examination.
Grading Scale:

The grading scale for the class will be as follows:

- 90% - 100% = A with State/National testing benefits
- 80% - 89% = B with State/National testing benefits
- 70% - 79% = C without State/National testing benefits
- 60% - 69% = D without State/National testing benefits
- 50% - 59% = F without State/National testing benefits

GRADUATION REQUIREMENTS:

The following class requirements must be completed in order for the student to challenge the State of Illinois or National Registry Exam:

1. Students must achieve a minimum score of 80% on at least 5 modular exams
2. Student must achieve a minimum score of 80% on the final written exam.
3. Students must achieve a total class average of 80% for 7 modular exams and the final exam
4. Students must successfully pass all practical examinations
5. Student may not have more than the allowed absences, depending on the semester they are enrolled in.
6. Students successfully complete all clinical hours and required clinical paperwork.

LICENSURE EXAM:

After successful completion of the EMT Basic Curriculum, the EMT Basic candidate shall be eligible to take the State of Illinois EMT Basic Exam or the National Registry EMT exam. The examination is based on the United States Department of Transportation National Standard Curriculum.

Failure to achieve a passing grade on three successive State or NREMT examinations within 12 months of completion of the EMT Basic education program shall require the candidate to retake the EMT Basic education program before retesting again.

The lead instructor will coordinate the arrangements for students to take the State of Illinois Licensure examination. Testing locations, Dates, & Times, will be posted well in advance of the licensure exam.

The fee for the State of Illinois will be announced, and is not included in the course tuition. The Fee is non-refundable should the candidate fail to appear for the examination on the scheduled date, at the time and place specified.

Information regarding the testing process will be distributed to students.