



EMERGENCY MEDICAL SCIENCE PARAMEDIC CERTIFICATE PROGRAM APPLICATION PACKET 2018-2019

EMT to Paramedic Program Monday / Thursday Shift Friendly Schedule

Thank you for your interest in the Emergency Medical Science – Paramedic Certificate Program. This shift friendly course means you can choose from the available days which day you want to come to class. The course will include online coursework via the Internet, campus classroom work, psychomotor lab sessions, hospital clinical, field internship and evaluations. This program meets the EMS Education Standards and AHA Guidelines. Upon successful completion of the program, the student will qualify to take the NC Office of EMS Paramedic credentialing exam and National Registry Paramedic exam. After reviewing this packet, if you have any questions, please contact Jeremy Beal, Paramedic Program Coordinator, at 919.464.2353 or jwbeal@johnstoncc.edu.

The 2018 – 2019 Paramedic Certificate Program will start June 4, 2018 for “Monday” class and June 7, 2018 for “Thursday” class.

Program Description

The Paramedic Certificate Course provides individuals with the knowledge, skills and attributes to provide advanced emergency medical care as a paramedic for critical and emergent patients who access the emergency medical system, and prepares graduates to enter the workforce.

Students will gain complex knowledge, competency, and experience while employing evidence based practice under medical oversight, and serve as a link from the scene into the healthcare system.

Graduates of this program are eligible to take state and/or national certification examinations. Employment opportunities include providers of emergency medical services, convalescent ambulance services, fire departments, rescue agencies, hospital specialty areas, industry, educational and government agencies.



Johnston Community College EMS Education Program currently has a letter of review from the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) and has successfully completed a site visit for accreditation from Commission on Accreditation of Allied Health Education Programs (CAAHEP www.caahep.org).

To contact CAAHEP:
Commission on Accreditation of Allied
Health Education Programs
1361 Park Street
Clearwater, FL 33756
727-210-2350
www.caahep.org

To contact CoAEMSP:
CoAEMSP
8301 Lakeview Parkway, Suite 111-312
Rowlett TX 75088
(214) 703-8445
FAX (214) 703-8992
www.coaemsp.org

Program Information

The EMT-Paramedic is the highest level of training in the pre-hospital setting. Student training includes use of complex medical equipment, such as manual monitors/defibrillators, administering of various medications and performing skills per State and National standards. Students receive certifications in numerous additional practices such as Advance Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), Advanced Medical Life Support (AMLS), and Prehospital Trauma Life Support (PHTLS). Students learn the necessary skills needed in today's ever evolving medical field to recognize, treat, and reverse life threatening conditions.

Student Information

The Certificate Paramedic Program is a yearlong course divided into two divisions. Each division includes didactic, lab and clinical hours. Students attend a shift-friendly schedule meaning classes meet once a week, normally either Monday or Thursday 8:30 a.m. - 5:30 p.m. The same subject matter taught on Monday and Thursday so the student can choose what day to attend. The course includes mandatory weekend classes to allow the course to end in one year. Alteration in the Monday/Thursday schedule occurs when holiday's fall during the week. Students get a fall, Christmas and spring break throughout the course. The course schedule is provided at the beginning of the course.

Paramedic Certification Program Admission Process

Step One: Pre-Admission Process

- Complete Paramedic Certificate Program Application. See attached application.
- Submit with program application:
 1. A copy of valid state driver's license
 2. A copy of EMT credential or proof of successful completion of an EMT course
 3. Documentation of high school graduation or GED
 4. A copy of valid AHA Health provider BLS/CPR card
 5. If applicable, documentation to be exempt from Entrance Exam (See application). Must be official documentation.
- Application materials should be mailed to:

Johnston Community College
EMS Education Programs
PO Box 2350
Smithfield, NC 27577
Attn: Jeremy Beal

Or deliver to:

Johnston Community College
Public Safety Services Building (Building J)
245 College Road
Smithfield, NC 27577
Attn: Jeremy Beal

JCC accepts applications at any time for the Paramedic Certificate Program, but applications are assigned to a course based on available space. The application deadline for the 2018-2019 Paramedic Certificate Program is [April 27, 2018](#).

Submitted applications as soon as they are completed. This will allow time for entrance testing and completion of the application process.

Step Two: After notification of acceptance from Paramedic Program Coordinator

- Complete a JCC Registration Form and submit to the Paramedic Program Coordinator
- Pay Registration Fee for Div. I. **For fee exemption, student must be on a current Johnston County Roster or out of county students must submit a letter from their provider on official letterhead that states, name, position, the necessity of course to his/her position and the student is in good standing with the provider.** Fee exemption is approved based on criteria set forth by The NC Community College System.

Step Three: After student has successfully registered for the course and before the Course Starts.

- Attend a program orientation session located in the Public Safety Building, Room J1360. Sessions are scheduled for:
 - May 14, 2018 from 09:00 am to Noon **or**
 - May 15, 2018 from 09:00 am to Noon

Before Course Begins: (Discussed in detail at orientation)

- Purchase access to Platinum Planner and EMSTesting. Access codes can be purchased at Johnston Community College Bookstore or on-line at www.platinumed.com when you register. Purchase instructions will be provided at orientation.
- Purchase class resource materials:
 - Manual: AAOS Nancy Caroline's Emergency Care in the Streets, Eighth Edition, Paramedic Book (2 volumes) and Workbook, ISBN-13: 9781284142280. Resources can be purchased at Johnston Community College Book store or online at <http://www.jblearning.com/cart/Default.aspx?bc=14228-0&ref=psg&coupon=25PER18>
 - Additional resources are required for specialty classes offered during the course (ACLS, PALS, PEPP, PHTLS, AMLS). Prices vary depending on where you make your purchase. Certification cards can be purchased from the Johnston Community College Cashier Office before the course is taught. Specialty Books can be borrowed for class. Certification cards are optional.

- Certified copy of Transcript for verification of A & P requirement. If a student has taken an A&P course that meets NC OEMS requirements, documentation must be submitted for verification. Courses that meet the requirement include:
 - EMS 3000 or
 - Bio163 or
 - Bio165 and Bio166 or
 - Bio168 and Bio169

Must be completed by July 15, 2018 (Completed & documented uploaded onto Castle Branch Profile)

- Complete a background check, urine drug screen and submit immunizations records through CastleBranch.com. Students must purchase access and upload all documentation to their profile. More information provided at orientation.
 - Immunizations are: Influenza Vaccine (prior to Flu session); Tdap (with tetanus booster within last ten years); TST Skin Test (2 injections) within one year or CXR within 6 months; Hepatitis B Vaccine Series, + Titer, or Declination Form; Varicella Vaccine or + Titer; and MMR Vaccine (2) or + Titer
- Complete a medical form, physical exam and health history. “Physical Examination by Medical Practitioner” document available on CastleBranch site.
- Purchase coverage Liability umbrella policy through Johnston Community College. Coverage purchased at JCC cashier’s office in the Wilson Building during normal business hours.

Breakdown of Course Cost

This is just a rough estimate. All prices for items from vendors are subject to change. Prices vary per vendor

Clinical Uniform Requirements

Students in the JCC EMS Paramedic program will be required to attend clinical internships wearing their approved uniform. The uniform will consist of the following:

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|--|-----------------|
| • *JCC Clinical Uniform Golf Shirt | ~\$35.00 |
| • *JCC Clinical Uniform t-shirt | ~\$10.00 |
| • EMS style Cargo Pants | ~\$30.00 and up |
| • Black leather or nylon duty belt | ~\$15.00 and up |
| • Black EMS style uniform shoes or boots | ~\$50.00 and up |
| • Black socks | ~\$5.00 and up |
| • All weather jacket | ~\$30.00 and up |
| • Reflective traffic vest | ~\$10.00 |

Total Uniform Cost	~\$185.00
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* Items required to be purchased through the vendor approved by JCC EMS Program.

Specialty Resources (Book and certification card cost)

- | | |
|---|----------|
| • Advanced Cardiac Life Support | ~\$71.25 |
| • Pediatric Advanced Life Support | ~\$56.25 |
| • Pediatric Education For Prehospital Professionals | ~\$75.00 |
| • Prehospital Trauma Life Support | ~\$85.00 |
| • Advanced Medical Life Support | ~\$80.00 |

Total Specialty Book Cost	~\$367.50
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Prices of Specialty books vary depending on vendor. Students are allowed to borrow books for class. Certification cards are optional, but highly recommended.

Summary of Cost for Paramedic Certificate Program

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|---|-----------------------|
| • Registration Fee Division I | \$180.00 |
| • Registration Fee Division II (Pay in January) | \$180.00 |
| • CastleBranch | ~\$104.75 |
| • EMS Testing & Platinum Planner | ~\$170.00 to \$235.00 |
| • Textbook & Workbook | ~\$301.46 to \$470.00 |
| • Medical Malpractice Liability Insurance | ~\$19.00 |
| • Total Uniform Cost | ~\$185.00 and up |

Total Cost (Doesn't include specialty books)	~\$1,140.21
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PARAMEDIC CERTIFICATE COURSE APPLICATION

Disclaimer: Completing this form does not guarantee entry into the Paramedic program. Specific program requirements must be met prior to acceptance.

Please Print:

Name (First) _____ (Middle Initial) _____ (Last) _____

Current Physical Address (do not use P.O. Box Numbers) _____ City _____ State _____ Zip _____ County _____

Birthdate MM/DD/YY _____ Home Phone _____ Cell Phone _____ Emergency Contact Phone _____

E-Mail Address _____

Admissions Placement Testing Requirements:

Accuplacer Reading and Writing 129-165 Meets requirement for DRE 098

Accuplacer Mathematics 55-120 Must meet requirement for DMA 030

TABE Result: Reading – 12.5; Math – 12.5; Language – 12.5

SAT	Score	Place out of:	ACT	Score	Place out of:
Writing OR Critical Reading	500 or higher	ENG 090 & RED 090	Writing OR Critical Reading	Eng 18 or Higher RED 20 or Higher	ENG 090 & RED 090
Mathematics	500 or higher	DMA 010 - 080	Mathematics	22 or higher	DMA 010 - 080

The student must meet JCC EMS Paramedic Program admission requirements. It is the students' responsibility to complete the application process, complete placement testing and attend a program orientation. Any questions regarding this process, call the Paramedic Program Coordinator at 919-464-2353 or email at jwbeal@johnstoncc.edu

Hospital clinical agencies and EMS agencies that have contracts with Johnston Community College require criminal background checks, a urine drug screen, and up to date shot records prior to entering their facilities. Failure to meet these requirements will subject the student to dismissal from the program. The program will comply with all clinical affiliation agreements. You will receive a packet that includes the information to meet these requirements.

I certify that the above information is correct and complete to the best of my knowledge and belief. I understand and agree that misrepresentation, falsification or omission of material fact may be cause for rejection of my application or for termination after acceptance into the EMS program.

Applicant Signature: _____ Date of Application: _____
(Please sign name above) (mm/dd/yy)

Orientation and acceptance into the Paramedic Certificate Program

Any student receiving acceptance into the program must attend an orientation session on one of the following dates: **May 14, 2018 from 09:00 am –Noon or May 15, 2018 from 09:00 am to Noon in the Public Safety Building, Room J1360.** The orientation will include an overview of the program requirements, clinical and program information. Space for the Paramedic Certificate Program is limited. Early submission of this application is encouraged.

For Office Use Only:
 Received by _____ on _____
 Reviewed by _____ on _____
 Conditional Acceptance _____ Does not currently meet requirements _____
 Notification Sent _____

Application Acknowledgement

I have read and understand the “Emergency Medical Science Paramedic Certificate Application Packet” for the Paramedic Certificate Program at Johnston Community College.

I understand that I am accountable for the information contained within the packet and agree to contact the Paramedic Program Coordinator with questions that I may have regarding any information contained within the packet.

I fully understand that if I do not comply with the guidelines within the packet that my application may be incomplete and I will not be considered for admission into the program.

I give permission for Johnston Community College to take steps to verify the information I have given them.

I understand that my admission and continuation in the program is contingent on my fulfillment of all program requirements.

I will not hold Johnston Community College or any of its agents responsible for my failure to provide information or fulfill my obligations for acceptance or completion of this program.

I understand that completion of this application is a component of the student file and does not in itself grant admission to the EMS program. I further understand that I must submit a new application if I am not selected for the 2018-2019 Paramedic Certificate Program.

Minimum admission requirements for the Paramedic Certificate Program include:

- Submitting a completed application for the EMS program(s) in the Department for EMS Education
- Meeting essential functions or technical standards required for EMS providers
- Current EMT certification in North Carolina

Admission to the EMS program is competitive, and the number of students is limited by the number of faculty, clinical sites, and classroom facilities. Meeting minimum requirements does not guarantee acceptance into the Paramedic Certificate Program.

Applicant's Signature

Date

Please return this application to:

Johnston Community College
EMS Education Programs
PO Box 2350
Smithfield, NC 27577
Attn: Jeremy Beal

Or deliver to:

Johnston Community College
Public Safety Services Building (Building J)
245 College Road
Smithfield, NC 27577
Attn: Jeremy Beal

Paramedic Essential Functions

Area	Function	Yes	No	If no, please comment
Mobility	1. Have physical stamina to stand and walk for 8+ hours in a clinical or field setting	<input type="checkbox"/>	<input type="checkbox"/>	
	2. Can stand on both legs, move about freely, and maneuver in small spaces. Physical disabilities must not pose a threat to safety of the student, faculty, patients, or other healthcare workers.	<input type="checkbox"/>	<input type="checkbox"/>	
Flexibility	1. Can bend the body downward and forward by bending at the spine and waist.	<input type="checkbox"/>	<input type="checkbox"/>	
	2. Can flex and extend all joints freely	<input type="checkbox"/>	<input type="checkbox"/>	
Strength	1. Can raise objects from a lower to a higher position or move objects horizontally from position to position. <i>This factor requires the substantial use of the upper extremities and back muscles.</i>	<input type="checkbox"/>	<input type="checkbox"/>	
	2. Possess mobility, coordination and strength to push, pull or transfer heavy objects. (Strength to lift 50 lbs. frequently and 75 lbs. or more occasionally).	<input type="checkbox"/>	<input type="checkbox"/>	
Fine Motor Skills and Hand/Eye Coordination	1. Possess manual dexterity, mobility, and stamina to perform CPR	<input type="checkbox"/>	<input type="checkbox"/>	
	2. Can seize, hold, grasp, turn, apply pressure and otherwise work with both hands.	<input type="checkbox"/>	<input type="checkbox"/>	
	3. Can pick, pinch, or otherwise work with fingers	<input type="checkbox"/>	<input type="checkbox"/>	
Auditory Ability	1. Possess sufficient hearing to assess patient's needs, make fine discrimination in sound, follow instructions, communicate with other healthcare workers. <i>Please comment if corrective devices are required</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Communication	1. Possess verbal/nonverbal and written communication skills adequate to exchange ideas, detailed information, and instructions accurately.	<input type="checkbox"/>	<input type="checkbox"/>	
	2. Able to read, comprehend, and write legibly in the English language	<input type="checkbox"/>	<input type="checkbox"/>	
Interpersonal Skills	1. Able to interact purposefully and effectively with others.	<input type="checkbox"/>	<input type="checkbox"/>	
	2. Able to convey sensitivity, integrity, respect, compassion, and a mentally healthy attitude	<input type="checkbox"/>	<input type="checkbox"/>	
	3. Oriented to reality and not mentally impaired by mind altering substances	<input type="checkbox"/>	<input type="checkbox"/>	
	4. Able to function safely and effectively during high stress periods	<input type="checkbox"/>	<input type="checkbox"/>	

If you are unable to fully meet any of the listed criteria, you will need to meet with the JCC ADA Coordinator. A student who is seeking accommodations and services on the basis of a disability are required to submit documentation to verify eligibility for services. Receiving academic accommodations at JCC takes several steps: 1. Students must complete an accommodation request form from the ADA Coordinator's office each semester. 2. Students may hand-deliver the letter or have it sent to each instructor through campus e-mail. 3. Students must arrange a meeting with their instructor(s) to discuss the proposed accommodations listed in the letter. 4. Students with disabilities must maintain the same responsibility for their education as students who do not have disabilities. This includes maintaining the same academic levels, maintaining appropriate behavior and giving timely notification of any special needs. Utilize accommodations available to you; asking for assistance is not a sign of weakness or dependence. It is our goal to help you achieve your educational pursuits.

Upon reading and reviewing the Essential Functions, I have selected the appropriate boxes above attesting to my ability to perform the indicated function area. I further understand that I may be required by the EMS faculty to be re-evaluated if deemed necessary based on my ability to perform essential functions during the program, for retention, and progression through the program.

Please mark the box that meets your ability to perform the Essential Functions

- I currently have the ability to perform the Essential Functions
- I currently am unable to perform the Essential Functions indicated without accommodations

Print Name _____

Student Signature _____

Date _____

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Paramedic Certificate Program Application Checklist

(This checklist is provided to assist you with the application process, please keep for your records)

YOU SHOULD RETAIN COPIES OF ALL DOCUMENTS SUBMITTED.

PRIOR TO PARAMEDIC PROGRAM ORIENTATION, COMPLETE THE FOLLOWING:

SUBMIT TO THE DEPARTMENT OF EMS EDUCATION

- Complete Paramedic Certificate Program Application by April 27, 2018. Submit application in person, by mail, or by email. When you mail your application and, to ensure receipt, it is suggested that you mail your completed packet by certified mail. Applications will not be accepted by fax.

- Attach and submit with program application:
 - A copy of valid state driver's license
 - A copy of EMT credential or proof of successful completing a recent EMT course.
 - Documentation of high school graduate or GED. College degree is acceptable.
 - A copy of valid AHA Health provider BLS/CPR card.
 - If applicable, submit documentation for placement test exemption.
 - Placement Test Scores or
 - Official College transcript. **Don't have transcript sent to JCC.** Have it sent to you and then submit Paramedic Program Coordinator.

 - If already completed, verification of A&P co-requisite requirement.
- Completed Essential Functions Form
- Application Acknowledgement Form
- Upon acceptance into the Paramedic Certificate Program, each student must complete a JCC registration form and pay registration fee

ORIENTATION AND ACCEPTANCE INTO THE PARAMEDIC DIPLOMA PROGRAM

- Any student who receives acceptance into the program must attend an orientation session on one of the following dates: **May 14, 2018 from 09:00 am – Noon or May 15, 2018 from 09:00 am to Noon in the Public Safety Building, Room J1360.** The orientation will include an overview of the program requirements, clinical and program information.

(See back)

AFTER THE PARAMEDIC PROGRAM ORIENTATION, COMPLETE THE FOLLOWING:

(Before the Course Begin Date. More information @ Orientation)

- Purchase access to Platinum Planner and EMSTesting. Purchase access codes at Johnston Community College Bookstore or on-line at www.platinumed.com when you register. Purchase instructions provided at orientation.
- Purchase manual: AAOS Nancy Caroline's Emergency Care in the Streets, Eighth Edition, Paramedic Book (2 volumes) and Workbook, ISBN-13: 9781284142280. Resources can be purchase at Johnston Community College Book store or online at <http://www.jblearning.com/cart/Default.aspx?bc=14228-0&ref=psg&coupon=25PER18>

COMPLETE BEFORE JULY 15, 2018:

- Each student will be required to submit to background check and drug testing by registering and purchasing access on www.castlebranch.com . Information will be provided at the Paramedic Certificate Program orientation session.
- Each student will also be required to upload to CastleBranch medical form documents including a physical exam, medical history, immunization records, and CPR card.
 - Immunizations are: Influenza Vaccine (prior to Flu session); Tdap (with tetanus booster within last ten years); TST Skin Test (2 injections) within one year or CXR within 6 months; Hepatitis B Vaccine Series, + Titer, or Declination Form; Varicella Vaccine or + Titer; and MMR Vaccine (2) or + Titer.
- Submit a completed "Medical Malpractice Liability Insurance Verification" Form or purchase coverage through Johnston Community College umbrella policy. Coverage can be purchased at JCC cashier's office in the Wilson Building during normal business hours.