



**Respond Right EMS Academy / St. Charles
Community College Consortium**

Paramedic Program
September 2018



September 2018
Paramedic Program

Information & Application

Thank you for your interest in becoming a Paramedic. Our program is proud to deliver academic excellence while creating compassionate healthcare professionals. Our academy is privately owned and open to all students. You do not need to be affiliated with or sponsored by a department to apply for our program.

Our program requires candidates to have a computer and access to high speed internet for course work and communication, have reliable transportation for travel to/from class and clinicals, maintain a high degree of professionalism both in and out of the classroom, maintain a high level of hygiene and grooming, and be able to read and comprehend at a college level. This is a very demanding program that will require a lot of dedication and hard work.

Attached you will find a packet of information that includes items such as a job outlook, job requirements, program overview, entrance exam information, an application, and other important documents. You will find detailed information in this packet that you must read carefully and pay close attention to detail when completing all the required steps. We will be evaluating your abilities to read and follow directions throughout the entire process.

If you have not had the opportunity to meet with an advisor, make an appointment to find out what a career as a paramedic is like and how we can assist you with any questions or paperwork.

The Respond Right EMS Academy / St. Charles Community College Consortium is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

For more information about these accrediting agencies:

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

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



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Respond Right EMS Academy has received Training Entity Accreditation through the Missouri Department of Health and Senior Services Bureau of Emergency Medical Services.

St. Charles Community College is accredited by The Higher Learning Commission of the North Central Association of Colleges and Schools, telephone: 800-621-7440; fax: 312-263-7462; website: www.ncacihe.org.

The North Central accreditation, along with transfer agreements with four-year colleges and universities, assures the value of credits earned at SCC.

Courses taken for credit at SCC will be accepted in transfer by other colleges, provided they are appropriate to the degree sought.

During the Paramedic program, student will complete approximately 1300 hours of didactic, lab and clinical hours. Students will receive a Certificate of Completion through Respond Right EMS Academy upon completion of the Paramedic program. Upon successful completion of the program, students will become certified in Advanced Cardiac Life Support, Pediatric Advanced Life Support and Pre-Hospital Trauma Life Support. Students will be eligible to sit for NREMT Paramedic psychomotor and written exam upon completion of the program.

Our goal is 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.

We encourage you to ask any questions you may have during your journey to becoming a Paramedic. We are devoted to helping you achieve your goals. Please feel free to let us know how we can help you!

Sincerely,

Toni Milan, BS, Paramedic
Program Director
Paramedic Program

Donna Weiss, AAS, Paramedic/Firefighter
CEO / Program Director
EMT Program



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Paramedic Job Requirements

The Paramedic's scope of practice includes basic and advanced skills focused on the acute management and transportation of the broad range of patients who access the emergency medical system. This may occur at an emergency scene until transportation resources arrive, from an emergency scene to a health care facility, between health care facilities, or in other health care settings.

In some communities, Paramedics provide a large portion of the out-of-hospital care and represent the highest level of out-of-hospital care. In communities that use emergency medical dispatch systems, Paramedics may be part of a tiered response system. In all cases, Paramedics work alongside other EMS and health care professionals as an integral part of the emergency care team. The Paramedic must be able to deal with adverse and often dangerous situations which include responding to calls in districts known to have high crime and mortality rates. Self-confidence is critical, as is a desire to work with people, solid emotional stability, a tolerance for high stress, and the ability to meet the physical, intellectual, and cognitive requirements demanded by this position.

The Paramedic's scope of practice includes invasive and pharmacological interventions to reduce the morbidity and mortality associated with acute out-of-hospital medical and traumatic emergencies. Emergency care is based on an advanced assessment and the formulation of a field impression. The Paramedic provides care designed to minimize secondary injury and provide comfort to the patient and family while transporting the patient to an appropriate health care facility.

The Paramedic has knowledge, skills, and abilities developed by appropriate formal education and training. The Paramedic has the knowledge associated with, and is expected to be competent in, all of the skills of the EMR, EMT, and AEMT. The major difference between the Paramedic and the Advanced Emergency Medical Technician is the ability to perform a broader range of advanced skills. These skills carry a greater risk for the patient if improperly or inappropriately performed, are more difficult to attain and maintain competency in, and require significant background knowledge in basic and applied sciences.

The Paramedic is the minimum licensure level for patients requiring the full range of advanced out-of-hospital care. The scope of practice is limited to advanced skills that are effective and can be performed safely in an out-of-hospital setting with medical oversight. The Paramedic transports all emergency patients to an appropriate medical facility. The Paramedic serves as part of an EMS response system, ensuring a progressive increase in the level of assessment and care. The Paramedic may make destination decisions in collaboration with medical oversight. The principal disposition of the patient encounter will result in the direct delivery of the patient to an acute care facility.

Physical Demands

Aptitudes required for work of this nature are good physical stamina, endurance, and body condition that would not be adversely affected by frequently having to walk, stand, lift, carry, and balance at times, in excess of 125 pounds. Motor coordination is necessary because over uneven terrain, the patient's, the Paramedic's, and other workers' well-being must not be jeopardized. Different situations will require that the Paramedic be able to perform in the following manner: stand, walk, sit, lift, carry, push, pull, climb, stoop, kneel, crouch, crawl, reach, feel, talk, hear and see.



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Job Outlook*

Employment of emergency medical technicians (EMTs) and paramedics is projected to grow 24 percent from 2014 to 2024, much faster than the average for all occupations. Emergencies, such as car crashes, natural disasters, and acts of violence, will continue to create demand for EMTs and paramedics. Demand for part-time, volunteer EMTs and paramedics in rural areas and smaller metropolitan areas will also continue.

Growth in the middle-aged and elderly population will lead to an increase in age-related health emergencies, such as heart attacks and strokes. This increase, in turn, will create greater demand for EMT and paramedic services. An increase in the number of specialized medical facilities will require more EMTs and paramedics to transfer patients with specific conditions to these facilities for treatment.

*Cited from Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2016-17 Edition, EMTs and Paramedics, on the Internet at <https://www.bls.gov/ooh/healthcare/ems-and-paramedics.htm>



Program Fees – Certificate of Completion

Paramedic Program

Total Cost.....	\$ 10,325.00
Includes Course Fees, Registration and Tuition	
Due with registration	\$175.00
Due at time of acceptance	\$5,000.00
Due at least 10 days before the start of class	\$5,150.00

*Note - \$400 of your total cost is non-refundable and non-transferable.

Program Fees/Cost Include:

Entrance exam, Technology & Lab, Professional Liability Insurance while enrolled, Clinical & Field Internship, Polo Shirt, Parking Sticker

*Textbook bundle is not included

**Prices subject to change without notice

Additional Fees:

Estimated cost of additional supplies - \$1000.00*

This could include the cost of a laptop, uniform pants/polo, boots, textbook bundle, software, etc.

Payment Plans Available

Total Cost (\$200 charged for financing).....	\$ 10,525.00
Includes Course Fees, Registration and Tuition	
Due with registration	\$175.00
Due at time of acceptance	\$5,200.00
Amount financed	\$5,150.00

*Note - \$400 of your total cost is non-refundable and non-transferable.



Program Overview

The day paramedic program includes a total of 1,380+ hours of time that is divided into three phases.

Phase 1 - didactic phase - includes all lecture and lab skills training. The didactic phase lasts approximately 11 months. During this phase class will meet one or two days per week. Specialty class sessions may be held on the weekend or in the evening. Cognitive and psychomotor learning occurs during this phase with the use of lectures, presentations, case studies and lab skill training. Students are required to read all lecture material and complete homework before the day of class. The goal of this phase is to prepare the student with critical thinking abilities to apply their knowledge to real life patients. Students must pass Phase 1 to progress to Phase 2.

Phase 2 – clinical / field phase – includes all hospital and ambulance clinical rotations. Phase 2 overlaps / co-enrolls with Phase 1 and lasts approximately 8 months. The student will have the ability to perform skills in clinical areas such as the emergency department, ICU, burn unit, operating room, ambulance etc. Students will have the opportunity to perform skills with designated preceptors under the supervision of affiliated hospital staff such as paramedics, nurses and physicians. Students must pass Phase 2 to progress to Phase 3.

Phase 3 – internship phase – includes performing a full scope of practice on an Advanced Life Support unit while under the direct supervision Paramedic preceptors. Phase 3 will last approximately 2 months. During this phase students will demonstrate entry level competency as a Paramedic. Students will demonstrate that they are able to develop and practice high-level decision making by integrating and applying their learning while dealing with real patient encounters. This capstone experience will occur on an ALS unit which will require the student to perform competently as a Paramedic.

Students will be required to pass an online CBT test during Phase 3 to be course completed.

Students who fail out of any portion of the class will be required to re-start the program from the beginning. It is important that a student gains an understanding and comprehends the material before they are allowed to move forward to the next Phase.

It is our goal 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.

*Information is subject to change. This is not a course syllabus. Please consult with Administration for the most current information.



Admission Policies

The EMS courses at Respond Right EMS Academy have additional admission requirements due to the physical demands and nature of the job requirements. Every student is encouraged to apply; however, they are encouraged to review the job requirements and physical demands before applying. Not all applicants will be accepted into the program based on meeting the admission requirements.

The additional admission requirements include:

- Entrance exam
- Prerequisite courses
- Criminal background checks
- Physical exams and release from physician
- Minimum age
- U.S. Citizen
- Drug test

Respond Right EMS Academy offers equal access and opportunities in employment, admissions and educational services. RREMSA will not discriminate based on race, color, ethnicity, religion, gender, pregnancy, age, marital status, national origin, genetic information, sexual orientation or disability status in its employment practices or in the admission and treatment of students. Complete policies on Americans with Disabilities, discrimination and harassment can be found in the Program Manual. If you have a question or concern, please contact Donna Weiss at 636-387-6200. These admission requirements may change, and students are encouraged to consult with administration when they apply to confirm the current requirements.

Advanced Placement / Prior Learning Experience

This program does not offer advanced placement or credit for prior learning experience.

Transfer of Credits

The Respond Right EMS Academy / St. Charles Community College Consortium will accept transfer of credits under these conditions for the Paramedic Course:

- Missouri, and/or NREMT licensed EMTs may receive credit for RREMSA's EMT course work.

RREMSA will not accept the transfer of credits from other paramedic programs, either from a CoAEMSP accredited paramedic program or a non-CoAEMSP accredited paramedic program. Students are required to complete all coursework at RREMSA for course completion.

Experiential Learning

Students with medical training, including nursing, military medical training, etc. are not given advanced placement in the EMS Program.



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Application / Registration Process

1. Register for your class
 - \$175
2. Apply
 - Download, complete and return the application.
3. Once we receive your application, we will review it and request these additional items.
 - Drug Screening
 - Must be completed within the last 3 months.
 - Visit “Any Lab Test Now” and complete the 10-panel drug screen.
 - Missouri Background Check
 - Visit mocriminalrecords.com and click on “Request A Search”. Complete the requested information and when prompted send a copy to: info@respondright.com
 - Complete and pass an entrance exam
 - Must schedule the entrance exam with administration.

After you have been accepted into the program, you will be required to submit copies of the following:

1. Two letters of recommendation
 - One of the letters must be from one of the following: a nurse, firefighter, paramedic, NP, PA or physician.
2. Copy of driver’s license, birth certificate or state ID to verify age.
3. Copy of social security card.
4. Copy of current Missouri EMT-Basic License.
 - Or a copy of your application for your EMT-B License.
5. Copy of health insurance card.
6. Submit documentation of a physical exam. This general physical exam needs to be performed by a MD, DO or NP within the last 12 months.
7. Copy of Vaccination Records. You must provide the following: MMR or Antibody Titer Test, T-Dap, Flu shot (within season), Hepatitis B and Negative PPD in the last 12 months.
8. Submit License Plate Number, make and model of vehicle.
9. Submit proof of AHA BLS Course or take the AHA BLS Course with RREMSA.
10. Acknowledgement of the form Course Demands
 - Must be signed and notarized
11. Acknowledgement of the form Financial Commitment
 - Must be signed and notarized

The Paramedic Program requires a minimum of 20 students to be enrolled to conduct a class. If class does not meet this minimum, you will be notified of the cancelled class and your options at that time.



**Respond Right EMS Academy/St. Charles Community College Consortium
Application**

Application Due: at least 10 business days before start of class

How did you hear about us: Website / Brochure / Google / Bing / Hospital / Fire Department / High School / Referral _____.

Person who referred you: _____ Phone #: _____ **Student Initial** _____

Demographic Information

Last Name First Middle

Address City State Zip

Date of Birth Gender Male Female Are you over 18? Yes No

Email Phone – primary

Vehicle Make Vehicle Model Vehicle License Plate #

Emergency Contact Information

Last Name First Middle

Relationship City State Zip

Email Phone – primary

Education Information

High School City State GPA Diploma Yes No GED Yes No

College City State GPA Degree Earned



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EMT License

Initial Certification Date _____ Expiration Date _____ MO License # _____

_____ Has your EMT license ever been revoked: Yes No
CPR Expiration Date _____ Have you ever been convicted of a felony: Yes No

If yes to either above, please explain: _____

Employment Information

List all employment experience **beginning with current positions** including military and volunteer services. Attach additional sheets as needed.

Company Name #1 _____ Supervisor Name _____ Phone _____

Job title _____ Dates of employment _____

Company Name #2 _____ Supervisor Name _____ Phone _____

Job title _____ Dates of employment _____

Additional Training Information

List any additional EMS training that you feel would be beneficial. Attach additional sheets as needed.

Program / Certification _____ Date attended _____

Program / Certification _____ Date attended _____

Personal References

List two personal reference that we may contact regarding your background. List two people who are NOT related to you.

Last Name _____ First _____ Relationship to you _____

Email _____ Phone _____

Last Name _____ First _____ Relationship to you _____

Email _____ Phone _____



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Acknowledgment of Course Demands & Expectations

EMT and Paramedic training requires a tremendous amount of time and attention. Many students don't understand the time, energy and commitment that is required to complete this type of training. It is important to realize how much will be expected from you to complete this program. You must be ready to devote a considerable amount of time and attention to complete this training program. This will probably be one of the greatest accomplishments in your life.

This program requires your time and attention. You are required to study a significant amount of time outside of class. There is not enough time for us to read everything in the book to you. Adult education requires that you come prepared to class having read the chapters as outlined on the syllabus. We will do a significant amount of practice that will involve individual skills and scenarios. This requires that you have prepared and studied before class.

On average, a student would need to devote 1-2 hours of study time outside of class for each hour they are in class. This is a general guideline. Each student is different. You may require more time depending on the type of learner you are. You should be aware that you are studying a career that involves life-saving procedures. People will depend on you to be accurate and concise always. Errors will result in injuries to patients and even death. You are studying to become a proficient patient care provider, not to pass the next exam.

This type of training also requires a certain amount of physical activity. Standing, walking, sitting, lifting, carrying, pushing, pulling, climbing, stooping, kneeling, crouching, crawling, reaching, feeling, talking, hearing, seeing and lifting more than 125 lbs could be required throughout this program.

Because this type of life-saving education is so important, there are a few important rules and regulations you must understand:

- You are only allowed to miss 3 days of class. If you miss more than 3 days, you will be removed from the class. There are no exceptions. No refunds are issued.
- You are expected to be on time to class. Even one-minute late is considered tardy. Three tardies will equal one absence.
- You will not have an opportunity to withdraw or drop from the program after the first day of class. There are no refunds after the first day. No exceptions.
- You will be required to meet certain grade requirements and maintain a certain GPA. Each course has slightly different requirements, but you should be aware that if you don't meet the required grades, you will be removed from the course. If you are removed, for any reason, there are no refunds.

Signature of understanding

I understand the 'Course demands & expectations' as stated above. I understand there will be additional demands and expectations that I will be informed of once class starts. I understand the demands and expectations as listed above.

Student Name

Date



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Acknowledgment of Financial Commitment

Beginning the process of applying to the Paramedic course involves securing funds for your education and understanding your financial commitment. You should be starting the process of applying and securing funds before your start date. This will give you plenty of time to plan for any unexpected events and gather the required material.

You will have two options when deciding how to pay for your education.

1. Make your full payment

Total Cost.....	\$ 10,325.00
Includes Course Fees, Registration and Tuition	
Due with registration	\$175.00
Due at time of acceptance	\$5,000.00
Due at least 10 days before the start of class	\$5,150.00

*Note - \$400 of your total cost is non-refundable and non-transferable.

2. Payment Plan

Total Cost (\$200 charged for financing).....	\$ 10,525.00
Includes Course Fees, Registration and Tuition	
Due with registration	\$175.00
Due at time of acceptance	\$5,200.00
Amount financed	\$5,150.00

*Note - \$400 of your total cost is non-refundable and non-transferable.

After the first day of class there are no refunds. If you decide to leave the program, withdraw, drop or are removed from the program, no refunds will be issued. You will be committed to the course. If you choose the payment plan, you will still be liable to pay any outstanding invoice costs for the program even if you decide to leave the program, withdraw, drop or fail out of the program.

Signature of understanding

I understand the 'Financial Commitment' as stated above. I understand there can be additional costs associated with this course, such as clothing, supplies, computers, etc. At this time, I understand the financial commitment as listed above and have the funds available to pay for class.

Student Name

Date



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Verification

I hereby affirm and declare that the information provided in this application is true and correct to the best of my knowledge and that any fraudulent entry may be considered sufficient cause for rejection from this program. I agree to abide by the Respond Right EMS Academy rules, regulations, policies and guidelines as well as the directions of the Program Director.

I hereby affirm that I have read the 'Course Demands & Expectations' in the application. I understand the demands and expectations as listed. I understand there will be additional demands and expectations that I will receive on the first day and throughout the course.

I hereby affirm that I have read the 'Financial Commitment' in the application. I understand the financial commitment to be accepted into this course as listed. I understand I must be able to pay my tuition in full 10 days before the start of each course. If I am unable to do this, I will be removed from the course and I will lose my application fees and registration fees.

I understand that my application must be turned in at least 10 business days before the start date of the class.

I understand this application is only valid for the Paramedic Program stated on the application. I understand that if I choose to apply, register or enroll in a different session, I will be required to fill out a new application and pay the registration fee.

Applicant Signature

Date

STATE OF MISSOURI)

COUNTY OF _____)

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public

My commission expires: _____

