



**Emergency Medical Technician-Basic (EMT-B) Initial Training Program**  
**SPRING 2011 COURSE: Starts Monday, March 7, 2011 ends Monday, June 6, 2011**  
**meeting Mondays and Wednesdays during the workday from 9:30 a.m. to 5:30 p.m.**

This program prepares candidates for certification as an Emergency Medical Technician-Basic according to the current New Jersey implementation of the USDOT National Standard EMT-Basic Curriculum. Total scheduled class time is approximately 165 hours, will vary by student, and does not include out of class assignments and study. Our program includes additional pertinent enrichment education and structured hospital clinical experiences at Robert Wood Johnson University Hospital beyond the minimum state requirements. Eligible adult graduates will be offered endorsement to take the current EMT-Basic written certification examination.

Time Commitment

Classes will be held on prescheduled dates and times with additional required hours scheduled for mandatory clinical experiences and Internet assignments/exams, some of which may be outside of normal class hours or on weekends.

Prerequisites

- Proof of professional-level CPR certification from the American Heart Association or American Red Cross that is valid during the entire EMT-B course
- In accordance with N.J.A.C. 8:40A-5.2, applicants must:
  - Reach the age of 16 years by the first day of the program
    - Minors must produce a signed parental consent with their application to be considered for admission to the program
  - Be physically capable of safely performing all of the essential tasks defined in the program curriculum, inclusive of the USDOT defined roles and responsibilities of the EMT as listed in the Emergency Medical Technician-Basic National Standard Curriculum;
- Consistent with N.J.A.C. 8:40A-6.2, applicants who would be ineligible to sit for the EMT-Basic certification exam owing to a criminal background will not be admitted to the course without written permission from the NJ Department of Health and Senior Services Office of Emergency Medical Services (OEMS). (Enrolled students who attain such ineligibility will be dismissed from the program.) Such candidates are encouraged to begin this clearance process early as space in the course will not be reserved for the applicant during this evaluation. Such individuals include those:
  - Accepted into a pre-trial intervention, conditional discharge or other diversionary program
  - Convicted of
    - Any crime;
    - Any disorderly persons offense; and/or
    - A petty disorderly persons offense involving the possession, utilization, sale, and/or distribution of any controlled dangerous substance; representing a risk of harm or health, safety or welfare of patients; and/or involving patient abuse or patient neglect.
- Applicants must:
  - Be able to read, write, and speak English (at the high school or college-entry level);
  - Have the time, motivation, discipline, maturity and commitment for rigorous, professional-level clinical study
  - Have their own Internet access and private e-mail address prior to the first class meeting;
  - Consent and agree to a criminal background screening at anytime during the program;
  - Meet hospital health requirements for volunteers and employees who will have inpatient contact to include:
    - Proof of vaccination for measles and rubella, if born after 1956; and
    - Documentation of, or consent to satisfy, a two-step TB testing process negative for disease within one year from the first day of class.
  - Submit to and pass a background check performed by RWJUH Safety & Security.

Fee(s)

\$600.00 payable to "Robert Wood Johnson University Hospital" or a NJ EMT Training Fund Certificate of Eligibility from a valid NJ volunteer ambulance agency. Includes EMT-Basic textbook and parking. Graduates who wish electively to take the National Registry EMT-Basic certification exam will have to pay a separate application/testing fee to the National Registry of EMTs.

## Emergency Medical Technician-Basic Course Application/Agreement

Full Name	Social Security Number
Street	Date of Birth
City, State, Zip	E-mail address
Daytime phone	Evening phone
( ) Mobile phone / ( ) Pager	Coat size
Highest Education Obtained ( ) GED ( ) HS diploma ( ) Technical/vocational certificate ( ) Associate Degree ( ) Bachelor Degree ( ) Graduate Degree	Current Certifications (Check all that apply.) ( ) CPR ( ) First Responder ( ) Firefighter ( ) LPN/RN ( ) Other health professional
Emergency services or public safety affiliation (if any)	Is this affiliation paid or volunteer?

Emergency Contact	Relationship
Address	Phone

**Initial one of the two response columns to the left of every statement below:**

Yes / Agree	No / Do Not Agree	Statement
		I have read the job description for Emergency Medical Technician-Basic from the USDOT National Standard Curriculum for EMT-Basic.
		I am physically capable of safely performing all of the essential tasks described in the job description referenced above.
		I have not been convicted of a crime. <i>Those with criminal convictions must provide documentation of the nature and disposition of your conviction(s) to the state Office of EMS (OEMS). Applications will be considered for admission to our program only after OEMS approves and notifies us of your eligibility for NJ EMT certification. You are encouraged to begin this process early as space in the course will not be reserved for the applicant during this evaluation.</i>
		I read, write, speak, and understand English.
		I have Internet access to conduct required the coursework for this EMT-Basic class.
		I have an e-mail address where I can receive private and official course communications. I understand such messages may discuss my performance, grades or other course-relevant information.
		I will respect the privacy of classmates, staff, and patients I encounter during the course of my participation in this EMT-Basic course.
		I agree to abide by the rules of the course, Robert Wood Johnson University Hospital, the New Jersey Patient Bill of Rights, and state regulations that pertain to my EMT training.
		I have worker's compensation or similar coverage for injuries or illness related to the EMT course from my employer or emergency services agency.
		I currently function as an emergency responder with a bona fide emergency services agency or public service entity.
		I have enclosed documentation that I have been vaccinated for measles AND rubella (German measles) if I was born on or after January 1, 1956.
		I will either provide documentation of a two-step testing process for tuberculosis or consent to participate in such a process. I understand I must have no active TB to have class/patient contact.
		I can document I have been fully vaccinated against hepatitis-B virus.

Applicant's Signature	Date
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*Over, please...*

**Important Registration Information:** ALL APPLICATIONS MUST BE PRE-PAID. Application does not guarantee acceptance into the course until the prerequisites have been satisfied and the application is approved by EMS & Trauma Education. No seats will be reserved or certificates/credit awarded without payment. No refunds or credits will be issued for incomplete coursework, failures or absences. Student substitutions for a particular course are allowed up to the end of the business day preceding the course without fee or penalty. A fee will be assessed for returned checks and certificates/credit will be withheld until payment has been completed. Only preregistered students will be notified if the course is cancelled or rescheduled. EMS & Trauma Education reserves the right to reschedule or cancel offerings for lack of interest as measured by the number of preregistered students. RWJUH (New Brunswick) employees should contact EMS & Trauma Education at 732-937-8686 (hospital x8686) for special registration information. Telephone or e-mailed registrations will not be accepted. Registrations with credit card payment can be faxed with a cover page to "Course Registration" at 732-418-8199. Students should complete the registration form, which may be duplicated, and send it with payment to EMS & Trauma Education, Robert Wood Johnson University Hospital, One Robert Wood Johnson Place, P.O. Box 2601, New Brunswick, NJ 08903-2601.

**Confirmation Notices:** If an e-mail address is provided, primary confirmation of course application receipt will be sent to this e-mail address.

**Cancellation Refunds:** Cancellations are based on the number of business days before the course the cancellation is received. Less than ten business days--No refund. Ten or more business days--full refund if text(s) received in brand new condition before the course begins. Registrants accepted for admission who utilize the NJ EMT Training Fund and cancel may be billed for the amount consistent with this cancellation schedule.

**Initial Course Instructions/Materials:** Some materials and course instructions will be mailed to registered students at the address provided approximately two weeks before the course begins.

**\*\*\* Incomplete registration forms or those without payment will not be processed and may be returned. \*\*\***

**Course fee payable to "Robert Wood Johnson University Hospital."**

Student name \_\_\_\_\_

( ) For check or money order only: check/money order# \_\_\_\_\_

**( ) For Credit Card Payment Only**

Card Type (check one):	<input type="checkbox"/> American Express <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> Discover Card
Cardholder's Name	
Card Number	
Expiration Date	

Please read and sign below this statement: I agree to pay the total amount noted above per the card issuer agreement.

Cardholder's Signature: \_\_\_\_\_

**( ) I have attached an original signed NJ EMT Training Fund Certificate of Eligibility in lieu of payment. I understand that I may be billed for the amount due consistent with the cancellation schedule above if I am accepted and then cancel my registration for the course.**

Student's Signature: \_\_\_\_\_

**EMT-Basic: National Standard Curriculum**

**Job Description: Emergency Medical Technician - Basic**

**Career Requirements:**

Responds to emergency calls to provide efficient and immediate care to the critically ill and injured, and transports the patient to a medical facility.

After receiving the call from the dispatcher, drives the ambulance to address or location given, using the most expeditious route, depending on traffic and weather conditions. Observes traffic ordinances and regulations concerning emergency vehicle operation.

Upon arrival at the scene of crash or illness, parks the ambulance in a safe location to avoid additional injury. Prior to initiating patient care, the EMT-Basic will also "size-up" the scene to determine that the scene is safe, the mechanism of injury or nature of illness, total number of patients and to request additional help if necessary. In the absence of law enforcement, creates a safe traffic environment, such as the placement of road flares, removal of debris, and re-direction of traffic for the protection of the injured and those assisting in the care of injured patients.

Determines the nature and extent of illness or injury and establishes priority for required emergency care. Based on assessment findings, renders emergency medical care to adult, infant and child, medical and trauma patients. Duties include but are not limited to, opening and maintaining an airway, ventilating patients, and cardiopulmonary resuscitation, including use of automated external defibrillators. Provide prehospital emergency medical care of simple and multiple system trauma such as controlling hemorrhage, treatment of shock (hypoperfusion), bandaging wounds, and immobilization of painful, swollen, deformed extremities. Medical patients include: Assisting in childbirth, management of respiratory, cardiac, diabetic, allergic, behavioral, and environmental emergencies, and suspected poisonings. Searches for medical identification emblem as a clue in providing emergency care. Additional care is provided based upon assessment of the patient and obtaining historical information. These interventions include assisting patients with prescribed medications, including sublingual nitroglycerin, epinephrine auto-injectors and hand-held aerosol inhalers. The EMT-Basic will also be responsible for administration of oxygen, oral glucose and activated charcoal.

Reassures patients and bystanders by working in a confident, efficient manner. Avoids mishandling and undue haste while working expeditiously to accomplish the task. Where a patient must be extricated from entrapment, assesses the extent of injury and gives all possible emergency care and protection to the entrapped patient and uses the prescribed techniques and appliances for safely removing the patient. If needed, radios the dispatcher for additional help or special rescue and/or utility services. Provides simple rescue service if the ambulance has not been accompanied by a specialized unit. After extrication, provides additional care in triaging the injured in accordance with standard emergency procedures.

Complies with regulations on the handling of the deceased, notifies authorities, and arranges for protection of property and evidence at scene.

Lifts stretcher, placing in ambulance and seeing that the patient and stretcher are secured, continues emergency medical care.

From the knowledge of the condition of the patient and the extent of injuries and the relative locations and staffing of emergency hospital facilities, determines the most appropriate facility to which the patient will be transported, unless otherwise directed by medical direction. Reports directly to the emergency department or communications center the nature and extent of injuries, the number being transported, and the destination to assure prompt medical care on arrival. Identifies assessment findings which may require communications with medical direction for advice and for notification that special professional services and assistance be immediately available upon arrival at the medical facility.

Constantly assesses patient en route to emergency facility, administers additional care as indicated or directed by medical direction.

Assists in lifting and carrying the patient out of the ambulance and into the receiving facility.

Reports verbally and in writing their observation and emergency medical care of the patient at the emergency scene and in transit to the receiving facility staff for purposes of records and diagnostics. Upon request, provides assistance to the receiving facility staff.

After each call, restocks and replaces used linens, blankets and other supplies, cleans all equipment following appropriate disinfecting procedures, makes careful check of all equipment so that the ambulance is ready for the next run. Maintains ambulance in efficient operating condition. Ensures that the ambulance is clean and washed and kept in a neat orderly condition. In accordance with local, state or federal regulations, decontaminates the interior of the vehicle after transport of patient with contagious infection or hazardous materials exposure.

Determines that vehicle is in proper mechanical condition by checking items required by service management. Maintains familiarity with specialized equipment used by the service.

Attends continuing education and refresher training programs as required by employers, medical direction, licensing or certifying agencies.

Meets qualifications within the functional job analysis.