

**EMERGENCY MEDICAL TECHNICIAN COURSE**  
**(180 hours)**

**PURPOSE:** The National Registry Emergency Medical Technician (NREMT) course meets the National EMS Education Standards published guidelines. The curriculum provides the student with in-depth knowledge and skill-based training to appropriately assess, stabilize, monitor, and transport pre-hospital patients. Students are required to spend time in the clinical setting with actual time based upon student progress. Students successfully completing this course may sit for the National Registry exam. Upon presentation of required paperwork, State of Delaware EMT certification may be issued to individuals successfully completing NREMT requirements and individuals must be affiliated with a Delaware EMS provider.

**CONTENT:** This course provides the student with in-depth knowledge and skill-based training to appropriately assess, stabilize, monitor and transport the pre-hospital patient. Students will be required to have internet access to complete online homework and quizzes throughout the course. Successful completion of this course will include passing a state approved practical and written exam (Note: the State of Delaware uses the National Registry examination process for both practical and cognitive examination as the state approved exam).

**AUDIENCE:** This course is intended for those individuals who respond to pre-hospital situations and must manage, treat, and transport the patient to an appropriate medical facility. .

**PREREQUISITES:** Must be at least 18 years old at registration and have current certification in Healthcare Provider CPR/AED or equivalent and produce a legible copy at registration. **MANDATORY BACKGROUND CHECK:** All personnel taking the EMT full course will be required to have a State of Delaware and Federal Background check. This must be completed before patient contact begins.

**CLASS LIMITS:** Minimum 10; Maximum 25 for the full class, 20 for the accelerated class. Completed registration forms will be accepted until class limit is satisfied or deadline date is reached. You will be notified by email of your acceptance into the class.

This course is available as a full class at our Divisions and an accelerated class at our Dover Division. This course is not available as an In-Service training.

**PARTICIPATION POLICIES FOR NREMT FULL COURSE**

The following documents are reviewed and signed (when appropriate) prior to or during the first block of the course: Snow/Ice Policy Cell Phone Policy Application for EMT Certification Field Patients Contacts Immunization Policy Grading Policy Honesty Statement Attendance Policy HIPAA Policy

**DSFS RESPONSIBILITIES**

- Keep Attendance Records
- Record Quiz/Test Grades
- Student grades and attendance records will be submitted to the sponsoring agencies Chief Officer monthly.

The following are current policies and information for the EMT course. The Program Manager or designee, on or before the first block of instruction, will review this information with the students. The

student shall initial each section and sign and date the form. A copy will be made of the form and returned to the student.

#### **CANCELLATION POLICY**

Any class cancelled due to inclement weather will be the decision of the Delaware State Fire School Director. A class cancelled at one center does not mean classes are cancelled at all centers. (i.e., classes cancelled at the Sussex Center does not mean classes at the Dover location are cancelled.) Information regarding cancellation will be posted on the DSFS Facebook Page, announced by Call Board on the fire radio, and a message will be recorded on the telephone system at 302-739-4773.

#### **ELECTRONIC DEVICE POLICY**

No student shall use a cell phone or camera while on any EMS call, furthermore the use of cell phones, iPods, pagers or any electronic devices will not be tolerated in the classroom.

#### **FIELD PATIENT CONTACTS**

Each student is required to obtain a minimum of 10 patient contacts to be eligible to sit for the course final exam. Scheduling for the field patient contacts and information pertaining to specific rules and regulations will be reviewed during the course. ***(Add an outline of acceptable patient contacts?)***

#### **IMMUNIZATION POLICY**

Students attending the EMT course are required to receive the Hepatitis B (HBV) Immunization series and be tested for Tuberculosis (TB) prior to attending field patient contacts. It is the responsibility of the student to ensure they receive all immunizations and test.

It is also highly recommended that students receive immunizations for Measles, Mumps, and Rubella (MMR), Flu, and Tetanus.

If the student does not receive the recommended tests and immunizations, they place themselves at risk for a communicable disease. By not receiving the tests and immunizations, a student cannot hold the Delaware State Fire School or the Patient Contact Sponsoring Company liable for any illness received as a direct result of not being tested or immunized.

#### **GRADING POLICY**

Homework Assignments are worth 5 percent of the total grade. Quizzes are worth a maximum of 15 percent. Exams are worth a maximum of 20 percent each.

The BLS Provider CPR AED exam (if required), Protocol exam, and Field Patients Contacts are a Pass/Fail grade. You must successfully complete these to sit for the Final Exam.

Written Exams 1-4 will have a time limit of 1-hour 30 minutes for completion. Final Exam will have a time limit of 2 hours for completion.

Students are required to have a **70% grade point average or higher**, to sit for the Final exam. The Students must successfully complete the Final Exam with a minimum score of 70% to test for practical skills. The successful completion of both is mandatory to test for National Registry. Initial test for NREMT must be taken within 90 days after completion of the course.

## **HEALTHCARE PROVIDER CERTIFICATION**

All students must have a current AHA BLS Provider CPR AED certification or an equivalent recognized by the Delaware State Fire School prior to the start of the course. This requirement must stay current through the duration of the course and be presented when requested for DE EMT certification.

## **HONESTY STATEMENT**

Definition: Academic Dishonesty includes cheating, academic misconduct, and plagiarism. Forms of Academic Dishonesty (extracted from Delaware Technical & Community College Student Handbook)

- 1.) **CHEATING**: An act of deception by which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered such as: copying from another person's exam, using unauthorized materials during an exam, or collaborating during a test with any other person.
- 2.) **ACADEMIC MISCONDUCT**: The intentional violation of Delaware State Fire School policies by tampering with grades, taking part in obtaining or distributing any part of an un-administered exam, taking a test for someone else or permitting someone else to take a test for you.
- 3.) **PLAGIARISM**: Inclusion of someone else's work, ideas or data as one's own work.

## **DISCIPLINARY PROCEDURES**

- 1). A Delaware State Fire School Training Administrator and course lead instructor will meet with the student regarding the alleged academic dishonesty.
- 2). Upon meeting with the student, the Training Administrator will document in writing the infraction and submit it to the Director of the Delaware State Fire School for appropriation disciplinary action.

## **ATTENDANCE POLICY**

Attendance for all blocks of instruction is preferred and highly recommended. Students missing blocks will not be allowed to make up course work from the missed day (i.e. exams/quizzes/homework assignments). Any course work will be entered as a "0" and calculated into the student's final grade. Students attending the accelerated program are required to attend all blocks of instruction.

HIPAA - Health Insurance Portability and Accountability Act:

**CONFIDENTIALITY**: The EMT student acknowledges that in the course of performing services under this agreement, the student may come into contact with a patient or other confidential information. Students agree that such information shall not be used in any way by the student or disclosed to anyone. The student agrees that this paragraph applies to all employees, agents and/or subcontractors.

## **HIPAA Guidelines**

- Cannot see or use Protected Health Information unless it is required for the "job".
- Can only see or use the minimum amount of Protected Health Information that is necessary for a task.
- Personnel who see or use Protected Health Information in violation of HIPAA have violated federal law.

### **HIPAA Penalties**

- \$100 fine per day for each standard violation. (Up to \$25,000 per person, per year, per standard.)
- \$50,000 fine + up to one year in prison for improperly obtaining or disclosing health information.
- \$100,000 fine + up to five years in prison for obtaining or disclosing health information under false pretenses.
- \$250,000 fine + up to ten years in prison for obtaining health information with the intent to sell, transfer or use for commercial advantage, personal gain or harm.

### **When Can EMS Personnel Use Protected Health Information?**

- When the individual has signed a valid authorization form.
- As specifically permitted or required by law.
- In all cases, use reasonable security measures to safeguard Protected Health Information

### **Information must be secured in all forms**

- Written information (reports, charts, x-rays, letters, messages, etc.)
- Oral communication (phone calls, meetings, informal conversations, etc.)
- E-mail, computerized and electronic information (computer records, faxes, voicemail, PDA entries, etc.)

### **Violations and Penalty for DSFS EMT Students**

Violation of Confidentiality while attending the EMT course may result in immediate dismissal. This includes any breach of confidential information, field patient contacts, or other associated course requirements. Students dismissed from the EMT course will be required to reimburse the Delaware State Fire School for all materials.

The Delaware State Fire School Director and Training Administrator will review any violations before the student is officially dismissed from class.

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