

WOR-WIC

COMMUNITY COLLEGE

EMERGENCY MEDICAL SERVICES PROGRAM

ADMISSION INFORMATION PACKET

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Health Professions Division

Mission Statement

The Health Professions division advocates for and ensures adherence to the professional standards, facilitates faculty development, and coordinates resourcing for the health programs involved to promote student success in entering the local community workforce as well-prepared healthcare professionals.

Values

- **Professionalism** – Health profession students accept constructive feedback, self-evaluate personal performance, and practice safety in the clinical practicum according to professional standards. Professionalism is practiced by demonstrating respect for students, faculty, staff, and patients.
- **Community** – Health profession students practice civility, are advocates for patients and peers, and promote health through community service.
- **Integrity** – Health profession students exhibit honest and ethical behavior, assume responsibility for actions and are accountable for academic performance.
- **Compassion** – Health profession students deliver compassionate care to patients, are empathetic and understanding of patient needs, and serve as ambassadors for the health programs in clinical agencies.
- **Cultural Competence** – Health profession students are respectful of diverse opinions, open-minded to new ideas, provide unbiased patient care, promote the values of diversity, equity, inclusion, and belongingness when interacting with students, faculty, and patients.
- **Scholarship** – Health profession students engage in life-long learning opportunities to develop technical skill and clinical judgment competencies necessary to serve as future leaders in the health care industry.
- **Excellence** – Health profession students adhere to the highest standards of performance, model professionalism, and engage in collaborative learning experiences to advance the health professions division.

Health Professions Admission Eligibility Requirements

Wor-Wic Health Care programs are separately accredited by external agencies and must demonstrate compliance following professional standards as prescribed by the programmatic accreditor. Students seeking acceptance into a health care program must meet eligibility requirements for program entry and participation in the clinical experience. Clinical partners determine student eligibility for placement into practicum and field experience. Prospective student must meet minimum professional practice standards for eligibility to participate in clinical practicum, fieldwork, and laboratory experiences conducted on the college campus and external agencies. Please refer to the program information packets for specific professional standards related to each health care program.

Background Check/Drug Screen Requirements

Acceptance into a health care program is contingent upon successful completion of a background check and drug screening process. An unsatisfactory background check or positive drug screen prevents student participation in a health care program and access to clinical placements. Background checks and drug screens may be required multiple times, at student expense, during enrollment in a health care program.

Students with felony or certain misdemeanor convictions documented on the completed background check are not eligible for acceptance into a health care program or participation in a clinical experience.

Student Conduct

Students enrolled into health care programs must abide by college, program, and clinical site conduct policies. Demonstration of unsafe or unprofessional behaviors in classroom simulation or in the clinical environment, may result in program dismissal. If a student is dismissed from a program pending due process, the student is not allowed to attend class or clinicals. For any program dismissal for conduct, the student will receive a letter from the department outlining the reason for dismissal and if the student is eligible for re-entry to the program or not. If the student is eligible for re-entry, the letter will detail the process and steps for re-entry. If the student is not eligible for re-entry, the student has the right to petition their case through the college's judicial process. Students must adhere to academic and behavioral standards as indicated in the Appendix G of the college catalog.

Essential and Technical Professional Practice Standards

Prospective and enrolled students shall possess the ability to perform essential functions and technical standards of the professional program so that they can provide care and treatment for their patients. Students must continually meet safety and technical standards throughout the health care programs. Students who are unable to meet the standards must notify the department chair of the circumstances immediately.

Wor-Wic's health care programs are separately accredited by external agencies. As per programmatic accreditation guidelines and professional code of ethics, students must safely perform skills and advocate for the wellbeing of mock or standardized patients within their care. Failure to adhere to safety regulations and follow clinical guidelines for the health care program, may result in program dismissal. If a student is dismissed from a program pending due process, the student is not allowed to attend class or clinicals. For any program dismissal for conduct, the student will receive a letter from the department outlining the reason for dismissal and if the student is eligible for re-entry to the program or not. If the student is eligible for re-entry, the letter will detail the process and steps for re-entry. If the student is not eligible for re-entry, the student has the right to petition their case through the college's judicial process. Students must adhere to academic and behavioral standards as indicated in the Appendix G of the college catalog. Individual clinical sites may have additional disqualifiers that would prevent a student from fulfilling their clinical rotation and therefore impact their continued enrollment in the program.

Accreditation Information

Wor-Wic Community College Accreditation

Wor-Wic is a state-approved two-year college. It is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, 3624 Market St., Philadelphia, PA 19104, (267) 284-5000. The Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Commission on Recognition of Post-secondary Accreditation.

Emergency Medical Services Program Accreditation

The Emergency Medical Services Program at Wor-Wic Community College 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).

Commission on Accreditation of
Allied Health Education Programs
9355 - 113th Street N, #7709
Seminole, FL 33775
727-210-2350
www.caahep.org

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

The Emergency Medical Services Board and the Maryland Institute for Emergency Medical Services Systems (MIEMSS) have approved the Emergency Medical Services Program at Wor-Wic Community College as a Paramedic Education Program.

Application Deadline

- Fall Admission Deadline: The last Friday in June by 4p.m.
- For questions regarding program admission please contact the Health Professions Associate at: 410-572-8740 or Admissions at: 410-334-2895

EMS Program Selection Process and Ranking Criteria

EMS Program Admission Process and Criteria

Listed in the following paragraphs are the criteria necessary to apply to the emergency medical services program. Additionally, the process used to rank candidates is provided. It is our goal to be as transparent as possible and to provide all necessary information regarding the selection process. It is highly recommended if after reviewing this document you have questions regarding the admissions process, that you make an appointment to meet with an academic or program advisor.

Applicants to the program are ranked using a point system that includes the following criteria:

- EMS Experience
- Placement test results
- Education

To be considered for admission, students must have a NREMT or Maryland EMT certification and a minimum placement test score for entry into ENG 095 or higher for admission into the EMS program. All EMS application documents must be submitted to the EMS Department by the program deadline to be eligible for program acceptance.

EMS Program Applicant Ranking Process

Once each eligible applicant is assigned a point total (see the worksheet below), students are given preference using the following additional criteria and procedures. In the event two or more applicants have the same number of points within a preference group, a blind lottery selection is performed to determine the order of those specific applicants.

The emergency medical services program admission process is calculated from a total of 13 points. The following describes the ranking for emergency medical services program:

First Preference

Applicants identified by the Wor-Wic Admissions Office as in-county residents and students who have completed the EMT education at Wor-Wic Community College are given first consideration.

Second Preference

Applicants identified by the Wor-Wic Admissions Office as out-of-county residents are given second consideration.

Third Preference

All out-of-state and international student applicants are considered in the third preference following all qualified in-county and out-of-county applicants.

ADMISSION EVALUATION FORM FOR THE EMS PROGRAM

Applicant's name _____ Student ID number _____

Wicomico, Worcester or Somerset County resident? Yes _____ No _____

Program desired: _____ Day Program
_____ Evening Program**

OFFICE USE ONLY

I. EMS Experience

- A. EMT with 3 or more years' experience (5)
- B. EMT with 1 – 3 years' experience (3)
- C. EMT with less than 1-year experience (1) _____

II. Placement Test Results

- A. No developmental writing coursework is required, or coursework is completed (1) _____
- B. No developmental mathematics coursework is required, or coursework is completed (1) _____

III. Education

- A. College level credits earned (31 >) (5)
- B. College level credits earned (8-30) (3) _____

TOTAL = _____

NREMT OR Maryland EMT and a diagnostic assessment placement into ENG 096 or better is required for admission into the EMS program.

****Evening enrollment is based upon number of applicants.**

EMERGENCY MEDICAL SERVICES PROGRAM ENROLLMENT DOCUMENTATION PACKET

The following documents are required to be completed and returned as part of the E.M.S. application process.

1. Program Enrollment Application
2. Criminal Background Statement
3. Agency Recommendation Form
4. Request for College Credit for Emergency Medical Technician Training (if applicable)



Certificate Program

Associate Program

**EMERGENCY MEDICAL SERVICES
PROGRAM ENROLLMENT APPLICATION**

Date of Application

Student ID# (if current student)

First Name MI Last Name

Date of Birth

Legal Physical Address

City, State, Zip

Mailing Address

City, State, Zip

Daytime Telephone Number

This is a cell

I can accept text messages

<input type="checkbox"/>	I completed EMS 101 & EMS 151 at Wor-Wic	Initial Cert. Date: _
<input type="checkbox"/>	I have a current E.M.T. Card	Card #: _
<small>(Copy of current E.M.T. card required.)</small>		

I acknowledge that if I am accepted into the Emergency Medical Services (E.M.S.) Program, I will receive an E.M.S. acceptance letter. Furthermore, I understand that I must return that letter stating my agreement to begin the E.M.S. program during the upcoming Fall academic semester. If I do not return the acceptance letter, I understand that my application will be considered withdrawn, and I will be required to re-apply for consideration of future admittance into the program.

Applicant's Signature

How did you hear about Wor-Wic E.M.S. Program?

Flyer _____ College Website _____
Mailing _____ Other: _____



EMERGENCY MEDICAL SERVICES

CRIMINAL BACKGROUND STATEMENT

I, _____, understand that a felony
Name (please print)

conviction may prohibit state and national certification, admission into the emergency medical services program at Wor-Wic Community College, and employment in the emergency medical services field.

Please read and check for agreement:

- I attest that I have never been convicted of a felony charge.

- I attest that I have never been convicted of, or pled guilty to, pled nolo contendere to, or received probation before judgment with respect to any crime other than a minor traffic violation, the record of which has not been expunged.

If I have falsified any information on this form and am accepted into and graduate from the emergency medical services program at Wor-Wic Community College, I am aware that I may not be able to obtain certification or employment in the field.

Signature

Date



**EMERGENCY MEDICAL SERVICES
AFFILIATION VERIFICATION FORM**

Current Certification *(select one):*

- EMT NREMT CRT

Current Affiliation *(select one):*

- I certify that I am currently affiliated with a state approved EMS agency.
If affiliated, candidate must complete the Affiliation Verification section below only.
- I certify that I am **NOT** currently affiliated with a state approved EMS agency, and I understand affiliation must be obtained by August 15 (unless recently completed EMS101/151 at WWCC).
If candidate does not have a current affiliation, complete Instructor Recommendation Section only.

AFFILIATION VERIFICATION

AGENCY: _____

- I have 0 – 3 years **EMT** experience. I have over 3 years **EMT** experience.
- I have responded to less than 100 **EMT** calls. I have responded to over 100 **EMT** calls.

My signature verifies, to the best of my knowledge, that the above information regarding my **E.M.T. experience** is correct and does not include fire calls. Incorrect information may void my application.

Candidate Signature

Candidate Printed Name

AGENCY VERIFICATION *(To be completed by the agency senior E.M.S. officer or related agency official)*

I verify that the candidate named on this form is currently an active member/provider holding membership with this agency as of this date and all of the above information regarding **E.M.T. experience/calls (fire calls are not included)** is correct. I verify that the candidate named on this form has no quality concern issues or protocol errors that would prevent him/her from participating in E.M.S. training.

Signature of Senior E.M.S. Officer/Agency Official

Date

Printed Name & Title

Daytime phone number

INSTRUCTOR RECOMMENDATION *(To be completed by the EMS 101/151 Instructor/program faculty)*

I verify that the candidate named on this form has successfully completed EMS 101 and EMS 151 as of this date, and I approve of this individual's participation in E.M.S. training.

Signature of E.M.S. Instructor/Program Faculty

Date

Printed Name

Daytime phone number

Please return original form – faxed or scanned documents will not be accepted.



**REQUEST FOR COLLEGE CREDIT
FOR EMERGENCY MEDICAL SERVICES EXPERIENCE**

Name _____

College ID or Social Security Number _____

Address _____

Telephone# _____

REQUEST COLLEGE CREDIT FOR (Check your CURRENT certification level):

<u>Training</u>	<u>College Course and Credits</u>
<input type="checkbox"/> Emergency Medical Technician	EMS 101 Emerg. Med. Tech. I 4 Cr. EMS 151 Emerg. Med. Tech. II 4 Cr.
<input type="checkbox"/> Cardiac Rescue Technician – Intermediate	EMS 155 Physiology & Patho. 3 Cr. EMS 200 Pharmacology & Air Mgmt 3 Cr. EMS 207 Pat. Asst. and Trauma ER I 3 Cr. EMS 208 Emergency Cardiology 3 Cr. EMS 212 Medical Emergencies I 3 Cr. EMS 213 Special Populations I 3 Cr. EMS 261 EMT-I Field Experience 2 Cr.
<input type="checkbox"/> Paramedic	EMS 240 Crisis Operations 2 Cr. EMS 241 Trauma Emergencies II 2 Cr. EMS 242 Medical Emergencies II 3 Cr. EMS 243 Special Populations II 1 Cr. EMS 255 Prep. for EMT-P Cert. 2 Cr. EMS 262 EMT-P Field Experience 2 Cr.

DOCUMENTATION NEEDED FOR CREDIT FOR:

E.M.T., EMT-I (C.R.T.), and/or EMT-P students must present a copy of their current national or state certificate(s) which may be from any U.S. state certifying agency. *(Please attach)*

CREDIT IS GRANTED ONCE:

The student successfully completes at least one three-credit college level course at Wor-Wic Community College.

Administrative Approval Signature

Date

SUBMIT FORM WITH DOCUMENTATION TO THE EMS OFFICE

