

# WOR-WIC

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## COMMUNITY COLLEGE

### EMERGENCY MEDICAL SERVICES



### Program Information Packet



# TABLE OF CONTENTS

<b>INTRODUCTION .....</b>	<b>5</b>
<b>INTERESTED IN BECOMING AN EMERGENCY MEDICAL TECHNICIAN?.....</b>	<b>5</b>
<b>CONTACT INFORMATION .....</b>	<b>5</b>
<b>EMERGENCY MEDICAL SERVICES FACULTY AND STAFF .....</b>	<b>5</b>
<b>ACCREDITATION.....</b>	<b>6</b>
<b>COSTS .....</b>	<b>6</b>
<b>HEALTH PROFESSIONS DIVISION MISSION STATEMENT AND VALUES ....</b>	<b>7</b>
<b>PROGRAM MISSION STATEMENT .....</b>	<b>7</b>
<b>PROGRAM GOAL .....</b>	<b>7</b>
<b>PROGRAM DESCRIPTION .....</b>	<b>8</b>
<b>CREDIT FOR EXPERIENTIAL LEARNING .....</b>	<b>8</b>
<b>ADVANCED PLACEMENT POLICY .....</b>	<b>9</b>
<b>GENERAL REQUIREMENTS .....</b>	<b>10</b>
<b>EMS APPLICATION REQUIREMENTS .....</b>	<b>11</b>
<b>ASSOCIATE DEGREE IN EMERGENCY MEDICAL SERVICES.....</b>	<b>12</b>
<b>EMS SELECTION PROCESS .....</b>	<b>12</b>
<b>PROGRAM REQUIREMENTS.....</b>	<b>13</b>
<b>EMT/PARAMEDIC PHYSICAL AND TECHNICAL JOB REQUIREMENTS.....</b>	<b>13</b>

**CERTIFICATE OF PROFICIENCY ..... 14**

**ASSOCIATE OF APPLIED SCIENCE DEGREE ..... 15**

***TENTATIVE SCHEDULE FOR 1st YEAR – DAY & NIGHT CLASSES ..... 16***

***TENTATIVE SCHEDULE FOR 2<sup>nd</sup> YEAR – DAY & NIGHT CLASSES ..... 17***

**HEALTH PROFESSIONS FORGIVENESS POLICY ..... 18**

**TRANSFER STUDENTS ..... 18**

**HEALTHCARE PACKET AND IMMUNIZATIONS..... 19**

**ENROLLMENT DOCUMENTATION PACKET ..... 21**

**PROGRAM ENROLLMENT APPLICATION ..... 23**

**CRIMINAL BACKGROUND STATEMENT ..... 25**

**AFFILIATION VERIFICATION FORM..... 27**

**REQUEST FOR COLLEGE CREDIT ..... 29**

## INTRODUCTION

Thank you for your interest in the Emergency Medical Services Program offered by Wor-Wic Community College. We have compiled this booklet to help you understand the selection process and guide you through the procedures you must follow to apply to this limited admission program.

**Please Read This Entire Booklet. It Is Your Responsibility to Make Sure You Have Completed All Steps of The Admission Process by Stated Deadlines.**

## INTERESTED IN BECOMING AN EMERGENCY MEDICAL TECHNICIAN?

Applicants to the E.M.S. program must meet the Functional Job Analysis for E.M.T.'s set by the National Highway Traffic Safety Administration. This document can be found on the E.M.S. department website ([www.worwic.edu/Departments/EMS/EMSResources.aspx](http://www.worwic.edu/Departments/EMS/EMSResources.aspx)). Additionally, students must complete an admissions application to the college, take the diagnostic exams, and enroll in EMS 101 and EMS 151 during the fall and/or spring semester. To become a nationally certified E.M.T. (NREMT), students must pass the written National Registry Cognitive Examination for E.M.T. and pass the psychomotor examination administered by the Maryland Institute for Emergency Medical Services Systems (MIEMSS). To obtain Maryland certification and be eligible to work in Maryland as an E.M.T., students must possess a NREMT certification and be affiliated with a Maryland fire or E.M.S. agency. *Affiliation requirements are not prerequisites for the EMS 101 or EMS 151 courses or National Registry Certification. They only apply to Maryland certification. Students wishing to enroll in EMS 101 or 151 are NOT required to complete the attached application packet.*

## CONTACT INFORMATION

If you have any questions, please contact us at the following:

### **Admission and Records Department**

Wor-Wic Community College  
32000 Campus Drive  
Salisbury, MD 21804  
410-334-4895

### **Emergency Medical Services Dept**

Wor-Wic Community College  
32000 Campus Drive; AHB 307  
Salisbury, MD 21804  
410-572-8740

## EMERGENCY MEDICAL SERVICES FACULTY AND STAFF

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Health Professions  
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## 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.

*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](http://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](http://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](http://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.*

## COSTS

Prospective emergency medical services students should refer to the college website for current tuition rates. In addition to tuition, other semester costs include registration fees, books, laboratory fees, uniforms, and insurance. Financial Aid, scholarships, and grants are available to assist with the program's costs. For additional information, contact the Financial Aid Office at (410) 334-2905, email: [financialaid@worwic.edu](mailto:financialaid@worwic.edu) explore the financial aid web page at <https://www.worwic.edu/Pay-For-College/Paying-for-Credit-Programs/Financial-Aid-Scholarships>, or consult the college catalog.

## **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.

## **EMS PROGRAM MISSION STATEMENT**

The paramedic program at Wor-Wic Community College provides students with a comprehensive didactic, laboratory, clinical and field education that prepares graduates with the technical expertise for employment in the emergency medical services profession. Graduates from the paramedic program will exhibit the professional and personal attributes contributing to the delivery of pre-hospital care to patients in our community. The program supports the college's vision by developing an exceptional emergency medical services workforce through excellence in education.

## **PROGRAM GOAL**

The primary goal for the E.M.S. program 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.

## PROGRAM DESCRIPTION

Wor-Wic programs in emergency medical services (E.M.S.) are designed to provide students with the knowledge and competencies required to administer emergency pre-hospital care. These programs follow national and state standards that allow graduates to take national and state certification examinations.

Once officially accepted, students are admitted to the E.M.S. program. Admission into the E.M.S. program is restricted, and due to the limitations of health care facilities for clinical and field rotations, the selection is on a competitive basis. All admissions documentation (original, no faxed or scanned documents) for the Emergency Medical Services Program must be completed and submitted to the E.M.S. office by 4 pm on the last Friday in June. Candidates are selected using a point scale based on their submitted enrollment packet, diagnostic testing, and courses completed.

If you hold a current emergency medical technician (basic) certification, the Emergency Medical Services certificate (N.R.P.) option prepares graduates to sit for national and state testing to be licensed as Paramedics (N.R.P.).

Students obtain clinical experiences at institutions such as Tidal Health Peninsula Regional in Salisbury, Atlantic General Hospital in Berlin, and Tidal Health McCready Pavilion in Crisfield. Clinical experiences are generally scheduled Monday through Friday; however, scheduled clinical hours may occur during the day, evening, and weekends according to patient volume and as determined by each clinical site.

After you successfully complete the EMT-P program, you are eligible to take a certification and licensure examination in emergency medical services. Once a student has passed all required examinations, you will be licensed to work as a Paramedic (N.R.P.).

## CREDIT FOR EXPERIENTIAL LEARNING

If already certified as an E.M.S. provider, Wor-Wic Community will grant you college credits for previous E.M.S. experience. The college grants credit for emergency medical technician, cardiac rescue technician (or Intermediate/99 equivalent), and for paramedic. For credit to be awarded, a student must complete and submit the *Request for College Credit for Emergency Medical Services Experience* form with copies of applicable certifications to the E.M.S. department office. Credit will be awarded upon completion of one three (3) credit class at the college. Completing additional general education courses are required to earn an Associates of Applied Science (A.A.S.) degree in emergency medical services. Students must successfully complete all the graduation requirements and associate degree requirements detailed in Wor-Wic Community College's current catalog.

Students who are paramedic licensed and requesting college credit for emergency medical services courses and who have taken the college's proficiency examinations for the courses forfeit the proficiency examination credits in exchange for college credit earned for the paramedic licensure.



## ADVANCED PLACEMENT POLICY

Once accepted into the program, a current Maryland licensed Emergency Medical Technician (E.M.T.) will be granted credit for EMS 101 & 151. Applicants will follow the procedure outlined by the Credit for Experiential Learning Policy above. Once completed, the applicant will earn credit for the following skills:

- NPA/OPA insertion
- Oral suctioning techniques
- FBAO infant and adult
- Oxygen administration via nasal cannula and face mask
- B.V.M. ventilation of the adult, pediatric and neonatal patient
- Bleeding control, including tourniquets
- Application of a cervical collar and performing spinal motion restriction
- Lifting and moving patients to the stretcher
- Application of splints to a patient with a suspected long bone or joint injury
- Impaled object stabilization
- Dressing and bandage application to a patient with a soft tissue injury
- Application of an occlusive dressing to an open wound of the thorax
- Uncomplicated delivery
- Vital sign assessment
- Comprehensive physical assessment
- Perform C.P.R. on the adult, pediatric, and neonate

Once accepted into the program, a current Maryland licensed cardiac rescue technician (C.R.T.) is granted credit for EMS 155, 200, 207, 208, 212, 213, and 261. Applicants will follow the procedure outlined by the Credit of Experiential Learning policy. Once completed, the applicant will earn credit for the following skills:

- IV access
- IV infusion medication
- IV bolus medication
- I.M. injection
- I.O. access
- PPV with a B.V.M.
- Oral endotracheal intubation
- Endotracheal suctioning
- FBAO removal using McGill forceps
- Cricothyrotomy
- Supraglottic airway
- Needle decompression of the chest
- Synchronized cardioversion, transcutaneous pacing, and defibrillation
- Chest compression performance

Although an applicant is awarded credit for the above skills for E.M.T. and C.R.T., it does not excuse the applicant from any additional formative assessments required by the program or deemed necessary by the program director, program faculty, or the medical director.

A licensed health care provider, i.e., registered nurse, licensed practical nurse, physician, physician assistant, may apply for advanced placement in the paramedic program. The program will adhere to MIEMSS program outline of the licensed health care provider to paramedic program. All candidates will possess a valid AHA BLS certification, ACLS certification, PALS certification,

and Maryland E.M.T. licensure or NREMT certification. In some situations, a skills proficiency examination will be conducted to determine competency and entry point into the program. With input from the medical director, the program director will draft a course outline for the applicant. In lieu of this policy, an applicant who is a licensed health care provider may elect to enroll in the paramedic program in its entirety and will abide by the admissions policy of the program.

## **GENERAL REQUIREMENTS**

1. Complete the College Admission Application and submit it to the director of admissions.
2. If applicable, submit an official high school and/or college transcript to student services to transfer college credits into Wor-Wic. You can submit your application when you are a high school senior; however, students must be 18 years of age prior to entering clinical sites.

International students who want to be admitted as high school graduates or who want to transfer college credits into Wor-Wic must have their high school and college transcripts evaluated by acceptable academic credential evaluation services at their own expense. The registrar maintains a list of acceptable academic credential evaluation services.

3. Take our diagnostic assessments (except candidates who have a bachelor's or higher degree, college transfer students who are eligible for transfer credit for ENG 101 and/or MTH 103, or a higher-level mathematics course, or who have received Scholastic Aptitude Test (S.A.T.) subset scores of at least 550 or American College Testing (A.C.T.) subset scores of at least 21 within the past two years).
  - a. If the assessment indicates you need "College Reading" (ENG 095) and/or "Introduction to Computation" (MTH 091), you must complete those courses with a grade of "C" or better.
  - b. All developmental courses (courses below the 100 level as described above) must be completed and passed with a grade of "C" or better by the last Friday in June of the year in which you are applying to the program.

## EMS APPLICATION REQUIREMENTS

In order to be considered for admission into the E.M.S. program, candidates must:

1. Complete all General Requirements;
2. Complete and submit an E.M.S. Enrollment Application Packet (see attached) – original document, no faxed or scanned copies will be accepted;
  - a. Complete an E.M.S. Application, selecting a Day or Night class option;
  - b. Complete the Criminal Background Statement;
  - c. Complete an Agency Verification Form; and
  - d. If applicable, complete a Request for College Credit for Emergency Medical Services Experience form; \*\*
3. Complete E.M.S. pre-paramedic courses (or be a Maryland or Nationally certified E.M.T. and show proof of E.M.T. card);

a. Pre-Paramedic Courses:

			<u>Credits</u>
	EMS 101	Emergency Medical Technician I	4
	EMS 151	Emergency Medical Technician II	4
	EMS 155	Physiology and Pathophysiology *	3
	SDV 100	Fundamentals of College Study	<u>1</u>
			12

- b. EMS 101 and EMS 151 must each be completed with a "C" or better.
  - c. \*EMS 155 is offered in the spring and fall semesters and can be taken while currently enrolled in the paramedic program.
4. Meet the functional job analysis standards for E.M.T.s, which can be found on the college's website (<http://www.worwic.edu/departments/ems/emsresources.aspx>); and
5. Submit all application documents by **4:00 pm on the last Friday in June.**

## ASSOCIATE DEGREE IN EMERGENCY MEDICAL SERVICES

Students who are interested in obtaining an Associate of Science Degree in Emergency Medical Services and who do not currently hold a Paramedic license may complete the E.M.S. associate degree requirements as listed below. All non-EMS courses may be taken prior to being accepted into the E.M.S. program.

1. Students must meet all of Wor-Wic Community College's graduation requirements and requirements of an associate degree; and
2. Take all required pre-requisite courses, be accepted into the E.M.S. program, take all E.M.S. courses and non-EMS courses required for the associate degree at Wor-Wic; or
3. Obtain and show proof of a national or Maryland State E.M.T. license with course work completed at another institution, be accepted into the E.M.S. program, complete all E.M.S. courses and non-EMS courses required for the associate degree at Wor-Wic; or
4. Obtain a cardiac rescue technician license (C.R.T.) with course work completed at another institution, show proof of current C.R.T. license, be accepted into the E.M.S. program, complete all E.M.S. courses under the EMT-P program, and complete all non-EMS courses required for the associate degree.

## EMS SELECTION PROCESS

Due to the limited number of spaces available in the emergency medical services program, satisfactory completion of the admission requirements does not guarantee that you will be admitted into the program since the final selection is on a competitive basis.

Prospective students are ranked using a point scale based on their submitted enrollment packet, diagnostic testing results, and completed courses. Scores are ranked from highest to lowest. In the event of a tie, scores are ranked by lottery. The top 16 students for each section become the prospective students to be accepted in the Emergency Medical Service program. Other ranked students on the list are placed on a waitlist.

Prospective students are notified by mail of their acceptance or alternate status by the Emergency Medical Services office and must accept or reject their position in the E.M.S. program by the designated deadline enclosed within the acceptance letter.

**E.M.S. candidates failing to complete any requirements of the application process may be deemed ineligible for consideration.**

## PROGRAM REQUIREMENTS

If you are selected for admission, you must submit an acceptance form by the date that is stated on your acceptance letter. **The Academic Advising Center will then register you for your courses.** You will also be given a deadline to complete (at your own cost) a physical examination, background check, and drug screening; and provide proof of: immunizations (M.M.R., tetanus, varicella, P.P.D.), American Heart Association CPR BLS for health care providers certification, and flu shot. Proof of Hepatitis B shot series or denial is also required. Students are required to provide proof of vaccination to COVID-19 or agree to submit a weekly negative test result. Failure to provide this information may disqualify you from the program.

**Once selected into the program, affiliation with a Maryland E.M.S. operational program must be obtained, and students must hold a Maryland E.M.T. certification prior to clinical rotations. Clinical rotations are held at local sites with educational agreements with the Wor-Wic E.M.S. program.**

## EMT/PARAMEDIC PHYSICAL AND TECHNICAL JOB REQUIREMENTS (FIT FOR DUTY)

Students applying to the E.M.S. Paramedic Program at Wor-Wic must perform the same duties as an E.M.T./Paramedic, which include:

### Strength

- Must lift and transport medical patients unable to walk on their own.
- Lift/carry at least 100 pounds.
- Push and pull objects that weigh more than 50 pounds.
- Stamina and endurance to repeatedly bend, lift and kneel in uncomfortable positions throughout their work shifts.

### Motor Skills

- Steady hands for IV meds, applying bandages, monitoring vital signs, and using equipment with small, precise controls.
- Making small movements with their fingers and holding their arms and hands steady. Good coordination to climb stairs, retrieve equipment and carry patients.
- Ability to move around and perform tasks in small areas
- Ability to speak clearly and quickly to communicate with patients and doctors

### Vision & Hearing

- Good vision for the ability to monitor patients, check pupils, read medication labels, see colors to read/adjust gauges and other equipment controls
- Good hearing for the ability to hear alarms, emergency signals, breathing & heartbeats, radio transmissions, and indicators in noisy, chaotic crime, accident, or natural disaster scenes.

### Mental Skills

- Ability to remember treatment protocols and how they work in specific cases.
- Able to focus without interruption for an hour or more, particularly in surroundings with many distractions.
- Critical thinking skills such as logic, judgment, and reasoning to know how to apply proper care procedures to treat various medical problems.

# CERTIFICATE OF PROFICIENCY

## Paramedic Certificate

SDV 100 is required to be completed prior to receiving an EMT-P certificate.

		<u>Credit Hours</u>
<u>Fall Semester</u>		
* EMS 200	Pharmacology and Airway Management	3
* EMS 207	Patient Assessment & Trauma I	3
* EMS 240	Crisis Operations	<u>2</u>
		8
<u>Spring Semester</u>		
* EMS 208	Emergency Cardiology	3
* EMS 241	Trauma Emergencies II	<u>2</u>
		5
<u>Summer Semester</u>		
* EMS 212	Medical Emergencies I	3
* EMS 242	Medical Emergencies II	3
* EMS 261	EMS Field Experience I	<u>2</u>
		8
<u>Fall Semester</u>		
* EMS 213	Special Populations I	3
* EMS 243	Special Populations II	<u>1</u>
		4
<u>Spring Semester</u>		
* EMS 255	Preparation for EMT-P Certification	2
* EMS 262	EMS Field Experience II	<u>2</u>
		4

\*This course has a pre-requisite.

# Emergency Medical Services

## ASSOCIATE OF APPLIED SCIENCE DEGREE

<u>Pre-EMS A.A.S. Courses</u>	<u>Credit Hours</u>
SDV 100    Fundamentals of College Study	1
EMS 101    Emergency Medical Technician I	4
EMS 151    Emergency Medical Technician II	4
◆* EMS 155    Concepts of Physiology and Pathophysiology	<u>3</u>
	12

### First Year

<u>Fall Semester</u>		
* EMS 200	Pharmacology and Airway Management	3
* EMS 207	Patient Assessment and Trauma Emergencies I	3
* EMS 240	Crisis Operations	2
◆* ENG 101	Fundamentals of English I	3
◆* GEN ED	Mathematics Requirement	<u>3-4</u>
		14-15

<u>Spring Semester</u>		
* EMS 208	Emergency Cardiology	3
* EMS 241	Trauma Emergencies II	2
◆* ENG 151	Fundamentals of English II	3
◆* GEN ED	Biological/Physical Science Requirement	<u>4</u>
		12

<u>Summer Semester</u>		
* EMS 212	Medical Emergencies I	3
* EMS 242	Medical Emergencies II	3
* EMS 261	EMS Field Experience I	<u>2</u>
		8

### Second Year

<u>Fall Semester</u>	<u>Credit Hours</u>
* EMS 213    Special Populations I	3
* EMS 243    Special Populations II	1
◆ GEN ED    Social/Behavioral Science Requirement	<u>3</u>
	7

<u>Spring Session</u>		
* EMS 255	Preparation for EMT-P Certification	2
* EMS 262	EMS Field Experience II	2
◆* GEN ED	Social/Behavioral Science Requirement	<u>3</u>
		7

\*This course has a pre-requisite.

◆This course can be taken before being accepted in to the program.

## **TENTATIVE SCHEDULE FOR 1st YEAR – DAY & NIGHT CLASSES\***

### **Fall Semester**

<b>D A Y</b>	<b>Course</b>	<b>Days</b>	<b>Time</b>
	EMS 155 – B01 (Lecture)	Mondays & Wednesdays	9:00 – 11:30 a.m.
	EMS 200 – B01 (Lecture)	Mondays & Wednesdays	12:30 – 4:00 p.m.
	EMS 200 – B02 (Lab)	Tuesdays	12:30 – 4:30 p.m.
	EMS 240 - E01 (Lecture)	Online	TBA
	EMS 240 – E01 (Lab)	Thursdays	1:00 – 3:00 p.m.
	EMS 207 – E01 (Lecture)	Mondays	9:00 – 1:30 p.m.
	EMS 207 – E01 (Lec&Lab)	Wednesdays	9:00 – 3:30 p.m.
	Clinical Sessions	Fridays	7:00 – 7:00 p.m.

### **Spring Semester**

<b>D A Y</b>	<b>Course</b>	<b>Days</b>	<b>Time</b>
	EMS 241 – B01 (Lecture)	Online	TBA
	EMS 241 – B01 (Lab)	Wednesdays	9:00 – 1:00 p.m.
	EMS 208 – E01 (Lecture)	Mondays	9:00 – 1:30 p.m.
	EMS 208 – E01 (Lec&Lab)	Wednesdays	9:00 – 3:30 p.m.
	Clinical Sessions	Friday	7:00 – 7:00 p.m.

### **Summer I Semester**

<b>D A Y</b>	<b>Course</b>	<b>Days</b>	<b>Time</b>
	EMS 261 – D01	TBA	100 hours
	EMS 212 – B01 (Lecture)	Mondays	9:00 – 2:00 p.m.
	EMS 212 – B01 (Lab)	Wednesdays	9:00 – 3:30 p.m.
	Clinical Sessions	Fridays	7:00 – 7:00 p.m.

### **Summer II Semester**

<b>D A Y</b>	<b>Course</b>	<b>Days</b>	<b>Time</b>
	EMS 242 E01 (Lecture)	Mondays	9:00 – 2:00 p.m.
	EMS 242 – E01 (Lab)	Wednesday	9:00 – 3:30 p.m.
	Clinical Sessions	Fridays	7:00 – 7:00 p.m.

*\*A Hybrid Night section may be offered pending sufficient enrollment*



## **TENTATIVE SCHEDULE FOR 2<sup>nd</sup> YEAR – DAY & NIGHT CLASSES\***

### **Fall Semester**

<b>D A Y</b>	<b>Course</b>	<b>Days</b>	<b>Time</b>
	EMS 213 – B01 (Lecture)	Tuesdays	9:00 – 1:30 p.m.
	EMS 213 – B01 (Lab)	Thursdays	9:00 – 3:30 p.m.
	EMS 243 – E01 (Lecture)	Online	TBA
	EMS 243 – E01 (Lab)	Tuesdays	9:00 - 11:45 a.m.
	Clinical Sessions	Fridays	7:00 – 7:00 p.m.

### **Spring Semester**

<b>D A Y</b>	<b>Course</b>	<b>Days</b>	<b>Time</b>
	EMS 255 – D01	Thursdays	10:00 – 12:00 p.m.
	EMS 262 - D01	TBA	100 hours

*\*A Hybrid Night section may be offered pending sufficient enrollment*

## **HEALTH PROFESSIONS FORGIVENESS POLICY**

Emergency Medical Services, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant, and Radiologic Technology programs have a competitive admission process, accepting students earning the highest admission points into these limited enrollment programs. Upon admission into a health care program, the student must adhere to departmental policies and procedures and achieve the minimal G.P.A. required to retain continuous enrollment.

The number of attempts to complete these health care programs is limited. Students accepted into Emergency Medical Services, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant, and Radiologic Technology are limited to two enrollments to complete the health care program. Students exiting health care programs for academic, medical, or personal reasons may re-enroll for a second program attempt. Students dismissed due to ethical (violations of academic values and civil conduct as defined in the college catalog) or patient jeopardy infractions are not eligible to seek readmission. Students seeking a second enrollment into a health care program must adhere to the health care department's admission procedures for selection consideration.

Students unsuccessfully completing a health care program upon the second attempt may elect to follow the health professions forgiveness policy. The following outlines the health professions forgiveness policy process:

1. The student must wait two calendar years from the date of withdrawal from the academic program before seeking readmission.
2. The student must meet with the health care program department head to review the admission procedures and develop a re-enrollment success plan.
3. The student must complete the admission process as a new student for the health care program. The readmitted student must take all core health care program courses following admission under the forgiveness policy.
4. The student is limited to a maximum of three attempts in the same health care program. The three attempts include the first admission process and the permitted second re-enrollment. Program failure during the third admission attempt results in permanent dismissal from a limited enrollment health care program.

## **TRANSFER STUDENTS**

The emergency medical services program at Wor-Wic Community College evaluates the acceptance of E.M.S. course credits earned from accredited E.M.S. programs. For transfer credit consideration, students must complete a proficiency examination with a minimum grade of 75% for all course transfers. Students shall submit a letter of recommendation from the E.M.S. program of the transferring institution. Upon completion of the above requirements, the Department Head will determine, with the consultation of program faculty, medical director and Dean of Health Professions, which courses are granted transfer credit. If granted admission as a transfer student, the student must complete all applicable skills of the program regardless of successful completion at the transferring program.

## HEALTHCARE PACKET AND IMMUNIZATIONS

When a student leaves the program (for any reason), the student's healthcare packet and all immunization records, including flu shots, C.P.R., and P.P.D. results will be destroyed.

Neither copies nor originals will be returned to the student or provided to a third party, including clinic sites, employers, or another program at Wor-Wic.

*It is the policy of Wor-Wic Community College not to discriminate based on age, gender, race, color, religion, national origin, marital status, sexual orientation, genetic information, or disability in the admission and treatment of students, access to educational programs and activities, and terms and conditions of employment. Student-related inquiries should be directed to the dean of student development at 410-334-2893, Wor-Wic Community College, 32000 Campus Drive, Salisbury, MD, 21804.*

*This document is available in alternative formats to individuals with disabilities by contacting disability services at [kmohler@worwic.edu](mailto:kmohler@worwic.edu), 410-334-2899 or TTY 410-767-6960. Wor-Wic Community College is an equal opportunity educator and employer. Visit [www.worwic.edu/Services-Support/Disability-Services](http://www.worwic.edu/Services-Support/Disability-Services) to learn more.*





# **EMERGENCY MEDICAL SERVICES**

## **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 <small>(Copy of current E.M.T. card required.)</small>	Card #: _

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.
<input type="checkbox"/> Paramedic	EMS 261 EMT-I Field Experience 2 Cr.
	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**