

# Montgomery College

## Fire Science and Emergency Medical Services Program

### Emergency Medical Technician - Basic

#### Admissions Procedures

Thank you for considering the Emergency Medical Technician-Basic (EMT-B) program. It is a demanding and challenging, yet rewarding field.

The EMT-B course number is FS150 (7 credits) and is offered in one semester. The program is offered Fall, Spring, and Summer semesters, and is currently offered only at the Fire/Rescue Training Academy in Rockville.

Catalog description: Covers the minimum level of certification for ambulance personnel. Students learn to properly perform the various skills utilized by emergency medical technician level pre-hospital care providers in the care of sick or injured persons. Because of national and state requirements, attendance at all classes is mandatory. This course prepares the student for the Maryland and National Registry EMT certification written and practical examinations and follows the guidelines established for EMT training by the DOT/NHTSA national standard curriculum. Participation in the clinical component of this course requires proof of a negative TB test and a criminal background investigation. All students must maintain a 70 percent average and can score no lower than 60 percent on any of the assessments. Failure to maintain a 70 percent average will result in the student being dropped from the course. *Assessment levels: EN101/101A, MA091, RD120. Four hours lecture, nine hours laboratory each week.*

The steps below are offered to make your enrollment process a little easier.

#### 1. **Apply for Admission**

If you are attending Montgomery College for the first time, submit an "Online Application for Admission" (available at: [www.montgomerycollege.edu](http://www.montgomerycollege.edu)) together with a credit card payment of \$25 one-time, nonrefundable processing fee. If you are currently enrolled as a college student at another institution and you want to take classes at Montgomery College to transfer back credits to your current educational institution, or to transfer credits in to Montgomery College see Special Transfer Information on the college website.

Designate Program of Study Code "811" if you are not degree seeking. Designate Program of Study Code "346A" if you are degree seeking.

High School Students:

Montgomery College's Early Placement Program allows selected high school juniors and seniors to enhance their class schedule with college-level credit course work and experience the independence of college-level study. For additional information, go to: <http://www.montgomerycollege.edu/admissions/Others/earlyplacementprogram.htm>

## 2. Complete Assessment or Placement Testing

College assessment tests are used to determine skill levels for placement in reading, English, and mathematics. All new full-time students, part-time students who seek a degree, certificate, or letter of recognition or who plan to transfer to another institution, or students who are taking a mathematics or English course must either take College assessment tests or provide documentation of previous college-level course work in these areas or documentation of appropriate scores on one of the standardized tests accepted by the institution. Students cannot schedule a time for assessment testing until an application is on file in the Admissions, Records, and Registration Office. New students whose first language is not English--U.S. citizens and residents as well as international students--must be tested for assessment of skill level in English and reading. The tests should be taken at the Rockville campus.

Who is exempt from Placement Testing?

- ♦ Students with an associate's degree or higher from a U.S. accredited college or university. Note: Those who have been out of college for at least three years and who intend to take a math or English course are advised to take the Accuplacer.
- ♦ Students enrolling with a letter of permission from another college or university.
- ♦ Specific assessment exemptions may be made on the basis of the following criteria:
  - **English:** SATV 550 or higher; ACT 24 or higher; TOEFL 575/231 (paper and pencil/computer based test respectively.)
  - **Math:** SAT 550M or higher; ACT composite 24 or higher; (SATM 600 or higher for MA 180)
  - **English/Math:** Students who have passed a college-level (not developmental) English/math course with a C or better (English/math waivers respectively.)
  - **Additional course assessment waivers:** may be granted (and in some cases, credit awarded) on the basis of appropriate scores on specific CLEP, Advanced Placement, and SAT II exams.

Who must complete Assessment Testing?

- ♦ With certain exceptions, the following students must participate in assessment testing:
  - New, full-time students.
  - New, degree-seeking students.
  - Students planning to transfer.
  - Students taking their first math or English course.
  - Students on alert or restriction who have not taken the Accuplacer or Michigan test.
  - Students enrolled in a course with a required skill level or prerequisite, who do not meet any of the exemptions.

## 3. Meet with a Counselor

The College requires advising for **new** students. You will receive your assessment scores, learn how to register, and find out about the resources and support services of the college. Registration can take place when advising has been completed. The Counselor assigned to the program is Aggie Harrell at the Rockville campus. She is located in CAB 215. **This step can be by-passed by contacting the Program Coordinator (#4 below).**

## 4. Contact the Program Coordinator

Students should contact Kathleen Dayton, Coordinator of the Fire Science and Emergency Medical Services Program. There are additional requirements for the EMT-B program (criminal background check and TB testing); additional information is provided below.

In addition to the scholastic standards required of all students in the College, EMT-B students are required to maintain a 70 percent average and can score no lower than 60 percent on any of the assessments. Failure to maintain a 70 percent average will result in the student being dropped from the program. Because of national and state requirements, all classes have mandatory attendance.

## 5. Specialized Advising Services

- ♦ Students with disabilities - contact a counselor for [Disability Support Services](#), at the Rockville campus. A separate application process with appropriate documentation is required to receive DSS services. DSS counselors will determine eligibility and accommodations. However, this program does not generally allow for additional accommodations, due to state and national requirements for EMT-Bs.
- ♦ International students who require an I-20, contact the [International Student Coordinator](#) at the Rockville campus.
- ♦ U.S. veterans - contact the Veterans Affairs Office at the Rockville Campus, 240-567-5033.

## 6. Register for classes

Consult the online [Class Schedule](#). The EMT-B course number is FS150. Students need to register (and pay for) the course as early as possible to secure a seat. The maximum number of students accepted each semester is 20 (potentially more during the summer session).

## 7. Pay for classes

- ♦ You are responsible, both financially and academically, for all classes listed on your registration confirmation. Registration errors must be reported immediately to the Office of Records and Registration. You must officially drop any unwanted classes that appear on your record. Failure to do so does not relieve you of the financial or academic responsibility.
- ♦ Your registration is only guaranteed when payment is made by the deadline. You may also pay your tuition at the cashier's office. Failure to meet the payment deadline may result in the loss of one or more classes in your schedule.
  - Payment due dates are listed in the [Academic Calendar](#).

## 8. Obtain Criminal Background Check

- ♦ A criminal background check is required of all students, except those who are affiliated with a Montgomery County Fire/Rescue department.
- ♦ Information on obtaining the background check is available from: <http://www.dpscs.state.md.us/publicservs/bgchecks.shtm> Students will need to obtain a full background (state and FBI), and it is an **Individual request** (not through a sponsoring agency – do not mention it is for Montgomery College or for Montgomery County Fire/Rescue). It is highly recommended that you go to the CJIS office in Baltimore to have your fingerprints done and to file the paperwork. Most police departments in Montgomery County do not have the necessary forms and the checks generally take less time if filed directly with CJIS.
- ♦ Students will have to have this completed by the end of the first week of class (retain proof of submission). Failure to do so will be cause for removal from the program.

## 9. Proof of a negative TB test

Students will need to have a Tuberculin skin test (PPD) or chest x-ray performed and must provide proof of a negative TB test before the end of the first week of class. Failure to do so will be cause for removal from the program.

## 10. Purchase textbook(s) and supplies

The textbooks required for this course are:

- ♥ *Emergency Care and Transportation of the Sick and Injured, Ninth Edition* – American Academy of Orthopaedic Surgeons (AAOS) ISBN: 0763747386
- ♥ *BLS for Healthcare Providers*, American Heart Association
- ♦ Order your books online at [www.montgomerycollege.edu/Departments/bkstores/](http://www.montgomerycollege.edu/Departments/bkstores/).
- ♦ Purchase book at the Rockville Campus, Campus Center, Upper Level.
- ♦ Textbook is also available from several online sources.

Students are also required to have their own stethoscope and blood pressure cuff. These may be available at the bookstore, or are available at uniform and medical supply stores. In addition, students will be required to have a college uniform shirt, which will be available for purchase in class.

**11. Confirmation Letter**

Once you are registered, you will receive an email through your Montgomery College email account confirming your registration in the class. If you do not receive this within one week of the class starting, please contact the program coordinator.

**12. College Email**

As of August 17, 2007 all Montgomery College students have been assigned an email address. Students can check their email through MyMC. The format for your email address is: [Your own] [MyMCID@montgomerycollege.edu](mailto:MyMCID@montgomerycollege.edu). Your email password will be the same as your MyMC password. It can be changed within MyMC. Your email account will be an official means of communication between you and Montgomery College. It is recommended that you check this account several times a week for official communication from the college.

**13. Dress Code**

This course has a dress code that **must** be followed. Students are required to wear long pants (no shorts; dark dress-type pants or jeans [in good condition – no rips or tears] preferred), collared-type or t-shirts (no designs), and closed-toe shoes, such as oxfords or tennis shoes (no sandals or flip-flops). The instructors will discuss this more in detail at the first class meeting.

Students who are affiliated with a fire/rescue department are encouraged to wear their uniforms. Program T-shirts for those not affiliated will be available from the Program Coordinator at the start of class (for \$20) and are required to be worn at clinical sites for students not in a department uniform.

**14. Affiliation**

In order to receive final Maryland State Certification as an EMT-B, you will have to “affiliate” or join a Fire/Rescue department or become employed by a private Ambulance company. It is advised that you start investigating your options as soon as possible.

For a list of Volunteer Fire/Rescue departments, go to:

<http://www.montgomerycountymd.gov/firtmpl.asp?url=/content/fire/rescue/dvfrs/index.asp>

If you plan to practice outside the State of Maryland, refer to [www.nremt.org](http://www.nremt.org) for National certification information.

**For additional information, contact:**

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