PARAMEDIC COURSE INFORMATION PACKET

Dear Prospective Student,

Thank you for your interest in the Paramedic course offered by the Public Safety and Emergency Services Institute of Pima Community College. The helpful and friendly staff welcomes you and would like you to enjoy your educational experience.

This packet has been put together to give an overview of the paramedic course schedule, cost breakdown, prerequisites, and screening process.

The EMT – Paramedic Program at Pima 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 Education Programs for the Emergency Medical Services Professions (CoAEMSP).

Commission on Accreditation of Allied Health Education Programs
25400 US Highway 19 N., Suite 158
Clearwater, FL 33763
727-210-2350
www.caahep.org
Functional Job Analysis

Paramedic Characteristics

The Paramedic must be a confident leader who can accept the challenge and high degree of responsibility entailed in the position. The Paramedic must have excellent judgment and be able to prioritize decisions and act quickly in the best interest of the patient, must be self-disciplined, able to develop patient rapport, interview hostile patients, maintain safe distance, and recognize and utilize communication unique to diverse multicultural groups and ages within those groups. Must be able to function independently, at optimum level, in a non-structured environment that is constantly changing.

Even though the Paramedic is generally part of a two-person team generally working with a lower skill and knowledge level Basic EMT, it is the Paramedic who is held responsible for safe and therapeutic administration of drugs including narcotics. Therefore, the Paramedic must not only be knowledgeable about medications but must be able to apply this knowledge in a practical sense.

Knowledge and practical application of medications include thoroughly knowing and understanding the general properties of all types of drugs including analgesics, anesthetics, anti-anxiety drugs, sedatives and hypnotics, anti-consultants, central nervous stimulants, psychotherapeutics which include antidepressants, and other anti-psychotics, anticholerginics, cholerergenics, muscle relaxants, anti-dysrythmics, anti-hypertensives, anticoagulants, diuretics, bronchodilators, ophthalmics, pituitary drugs, gastro-intestinal drugs, hormones, antibiotics, antifungals, antiinflammatories, serums, vaccines, anti-parasitics, and others.

The Paramedic is personally responsible, legally, ethically, and morally for each drug administered, for using correct precautions and techniques, observing and documenting the effects of the drugs administered, keeping one’s own pharmacological knowledge-base current as to changes and trends in administration and use, keeping abreast of all contraindications to administration of specific drugs to patients based on their constitutional make-up, and using drug reference literature.

The responsibility of the Paramedic includes obtaining a comprehensive drug history from the patient that includes names of drugs, strength, daily usage and dosage. The Paramedic must take into consideration that many factors, in relation to the history given, can affect the type medication to be given. For example, some patients may be taking several medications prescribed by several different doctors and some may lose track of what they have or have not taken. Some may be using non-prescription/over the counter drugs. Awareness of drug reactions and the synergistic effects of drugs combined with other medicines and in some instances, food, is imperative. The Paramedic must also take into consideration the possible
risks of medication administered to a pregnant mother and the fetus, keeping in mind that drug’s may cross the placenta.

The Paramedic must be cognizant of the impact of medications on pediatric patients based on size and weight, special concerns related to newborns, geriatric patients and the physiological effects of aging such as the way skin can tear in the geriatric population with relatively little to no pressure. There must be an awareness of the high abuse potential of controlled substances and the potential for addiction, therefore, the Paramedic must be thorough in report writing and able to justify why a particular narcotic was used and why a particular amount was given. The ability to measure and re-measure drip rates for controlled substances/medications is essential. Once medication is stopped or not used, the Paramedic must send back unused portions to proper inventory arena.

The Paramedic must be able to apply basic principles of mathematics to the calculation of problems associated with medication dosages, perform conversion problems, differentiate temperature area between centigrade and Fahrenheit scales, be able to use proper advanced life support equipment and supplies (i.e. proper size of intravenous needles) based on patient’s age and condition of veins, and be able to locate sites for obtaining blood samples and perform this task, administer medication intravenously, administer medications by gastric tube, administer oral medications, administer rectal medications, and comply with universal precautions and body substance isolation, disposing of contaminated items and equipment properly.

The Paramedic must be able to apply knowledge and skills to assist overdosed patients to overcome trauma through antidotes, and have knowledge of poisons and be able to administer treatment. The Paramedic must be knowledgeable as to the stages drugs/medications go through once they have entered the patient’s system and be cognizant that route of administration is critical in relation to patient’s needs and the effect that occurs.

The Paramedic must also be capable of providing advanced life support emergency medical services to patients including conducting of and interpreting electrocardiograms (EKGs), electrical interventions to support the cardiac functions, performing advanced endotracheal intubations in airway management and relief of pneumothorax and administering of appropriate intravenous fluids and drugs under direction of off-site designated physician.

The Paramedic is a person who must not only remain calm while working in difficult and stressful circumstances, but must be capable of staying focused while assuming the leadership role inherent in carrying out the functions of the position. Good judgment along with advanced knowledge and technical skills are essential in directing other team members to assist as needed. The Paramedic must be able to provide top quality care, concurrently handle high levels of stress, and be willing to take on the personal responsibility required of the position. This includes not only all legal ramifications for precise documentation, but also the responsibility for using the knowledge and skills acquired in real life threatening emergency situations.
The Paramedic must be able to deal with adverse and often dangerous situations which include responding to calls in districts known to have high crime and mortality rates. Self-confidence is critical, as is a desire to work with people, solid emotional stability, a tolerance for high stress, and the ability to meet the physical, intellectual, and cognitive requirements demanded by this position.

**Physical Demands**
Aptitudes required for work of this nature are good physical stamina, endurance, and body condition that would not be adversely affected by frequently having to walk, stand, lift, carry, and balance at times, in excess of 125 pounds. Motor coordination is necessary because over uneven terrain, the patient’s, the Paramedic’s, and other workers well-being must not be jeopardized.

**Comments**
The Paramedic provides the most extensive pre-hospital care and may work for fire departments, private ambulance services, police departments or hospitals. Response times for nature of work are dependent upon nature of call. For example, a Paramedic working for a private ambulance service that transports the elderly from nursing homes to routine medical appointments and check-ups may endure somewhat less stressful circumstances than the Paramedic who works primarily with 911 calls in districts known to have high crime rates. Thus, the particular stresses inherent in the role of the Paramedic can vary, depending on place and type of employment.

However, in general, in the analyst’s opinion, the Paramedic must be flexible to meet the demands of the ever-changing emergency scene. When an emergency exists, the situation can be complex and care of the patient must be started immediately. In essence, the Paramedic in the EMS system uses advanced training and equipment to extend emergency physician services to the ambulance. The Paramedic must be able to make accurate independent judgments while following oral directives. The ability to perform duties in a timely manner is essential, as it could mean the difference between life and death for the patient.

Use of the telephone or radio dispatch for coordination of prompt emergency services is required, as is a pager, depending on place of employment. Accurately discerning street names through map reading, and correctly distinguishing house numbers or business addresses are essential to task completion in the most expedient manner. Concisely and accurately describing orally to dispatcher and other concerned staff, one’s impression of patient’s condition, is critical as the Paramedic works in emergency conditions where there may not be time for deliberation. The Paramedic must also be able to accurately report orally and in writing, all relevant patient data. At times, reporting may require a detailed narrative on extenuating circumstances or conditions that go beyond what is required on a prescribed form. In some instances, the Paramedic must enter data on computer from a laptop in ambulance. Verbal skills and reasoning skills are used extensively.
Course Schedule

The Paramedic course carries a course load of 57 credit hours, which translates into approximately **1330** hours. The following is a breakdown of the hours:

**Distributive Education:**
- 42 hours for research paper
- 48 hours Medical Terminology

**Classroom Didactic Hours:**
- 640 hours (60 hours A&P, 32 hours EMT Refresher, and 548 Paramedic)

**Clinical and Vehicular Rotation Hours:**
- 604 hours (minimum)

The paramedic class is tentatively scheduled for two days per week.

All class sessions and screening will held at the 29th St. Coalition Center, 4355 E Calle Aurora. (29th St. and Columbus) - **Building A**
In addition to classroom time, the student must complete at least 604 hours of clinical and vehicular rotations. The student is required to schedule these hours outside of class time throughout the paramedic course.

The course contains the following classes:

- EMT 158  Transition Training for EMT (Highly recommended)  1.5 credits
- EMT 155  AMLS  1.5 credits
- EMT 140  PHTLS  1.5 credits
- EMT 170  Operations  1.0 credit
- EMT 205  ALS Pharmacology and Medication  3.0 credits
- EMT 214  ALS Advanced Special Consideration  2.5 credits
- EMT 218  Paramedic National Registry Preparatory  3.5 credits
- EMT 219  ALS Foundations  1.5 credits
- EMT 221  ALS Airway and Ventilation  1.5 credits
- EMT 222  ALS Patient Assessment and Assessment Based Management  1.5 credits
- EMT 223  ALS Trauma Emergencies and Systems  2.0 credits
- EMT 224  ALS Medical Emergencies  4.0 credits
- EMT 225  ALS Special Medical Considerations  2.0 credits
- EMT 227LC  ALS Practicum: Clinical Lab  3.0 credits
- EMT 228LC  ALS Practicum: Vehicular Lab  3.0 credits
- EMT 230  Basic ECG Interpretation  1.5 credits
- EMT 242  ALS Advanced Foundations  2.0 credits
- EMT 244  ALS Advanced Medical Emergencies  2.5 credits
- EMT 247LC  ALS Advanced Practicum: Clinical Lab  3.0 credits
- EMT 248LC  ALS Advanced Practicum: Vehicular Lab  3.0 credits
- EMT 250  Advanced Cardiac Care  1.5 credits
- EMT 252  Pediatric Advanced Life Support  1.5 credits
- EMT 254  Advanced ECG Interpretation  3.0 credits
- EMT 258  Pediatric Education for Pre-hospital Professionals  1.5 credits
- EMT 263  Tox Medic  1.5 credits
- EMT 295  ALS Independent Research  3.0 credit

Financial aid is available if you qualify. You must see a Financial Aid Advisor for more information.

The Paramedic course follows the NHTSA Curriculum and is approved by the Arizona Department of Health Services, Bureau of Emergency Medical Services. Upon successful completion of the program the student will be eligible to take the National Registry of Emergency Medical Technicians exams. Completion of the Paramedic course alone does not certify a student for employment. Certification is controlled entirely by the Arizona Department of Health Services, Bureau of Emergency Medical Services.

Revised 8/15
Tuition and Fees

Tuition, fees, and refunds are subject to change without notice. Some courses will be subject to differential tuition starting in spring 2012. Please refer to www.pima.edu for the most up to date information.

These books will be available to purchase at the East Campus or Northwest Campus bookstore prior to the start of the paramedic course.

- Tuition and fees (57 credit hours) $6,026.00
- Text Books (approximate cost) $1,040.10
- MyClinical Exchange* $35.00
- Carondelet Name Badge* $25.00
- FBI Background Check/Clearan (Pre-Req) $18.00
- Total estimated costs $7,144.10

*Instructions for obtaining these will be given out during class

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<th>Price</th>
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<tr>
<td>Emergency Care &amp; Transportation of the Sick &amp; Injured, 10th Ed – Optional</td>
<td>$133.95</td>
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<tr>
<td>Mosby Paramedic Book Textbook, 4th Ed</td>
<td>$395.75</td>
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<tr>
<td>Understanding 12-lead EKGs, 3rd Edition</td>
<td>$95.50</td>
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<tr>
<td>Anatomy and Physiology For Emergency Care, 2nd Ed</td>
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<td>Student Workbook for Anatomy and Physiology for Emergency Care, 2nd Ed</td>
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<td>ACLS Provider Manual Hardcopy</td>
<td>$44.75</td>
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<td>ACLS Provider Manual eBook</td>
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<td>Handbook of Emergency Cardiovascular Care Hardcopy</td>
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Course costs also include:
- Stethoscope
- Pocket Mask
- Pen Light
- PCC-PSESI Polo Shirt
- Fingerprint Card
- PCC-PSESI T-Shirt
- PCC Nametag

**Pre-requisites**

All pre-requisites must be turned in before taking the written ALS entrance exam (*with the exception of the TB skin test, drug screening, and proof of health insurance. These must be turned in prior to registering for the program. Processing date of the background check must be within 6 months of the program start date and evidence of this must be turned in prior to starting class. Results must be in prior to starting clinical and vehicular rotation, you are at risk for being dropped from the program if the results are shown to have restrictions identified on them).*

A. American Heart Association Basic Life Support for the Healthcare Provider certification card. This card must remain current throughout the course of training and the certification process.

B. Current EMT-Basic or EMT-Intermediate certification. This certification MUST remain current throughout the paramedic course (a lapse in certification will result in immediate expulsion from the program) and be either:
   1. National Registry certification; or
   2. State of Arizona certification

C. Proof of Arizona Department of Health Services online account.

D. Proof of 18 years old

E. Reading assessment at the 9th grade level is mandatory according to ADHS. *(Please understand the curricula is written at an 11 grade reading level).*

F. Writing and Math Assessments

G. Provide proof of immunity or immunization for the following:
   1. **Current Flu Shot. Due prior to starting clinical rotation and must remain current throughout rotations.**
   2. Measles (Rubeola)/Mumps/Rubella
   3. Varicella or medical documentation of having chicken pox
   4. Tetanus/Diphtheria/Pertussis (Tdap) *within the last 10 years*
   2. Results of serological testing showing Hepatitis B (HBV) immunization, begin HBV vaccination series, or sign the release of liability claims/declination form
   5. Proof of negative TB test or chest X-ray *within 6 months prior to application as defined in R9-25-308 (D) and proof of annual TB testing while enrolled in the program.*

H. Current health insurance coverage
   1. This coverage must remain current throughout the course of training and the certification process.

I. Federal Bureau of Investigation Background Check/DPS Fingerprint Clearance (level 1) – please refer to the following website to obtain (can take up to 15 weeks to process). *(The processing date must be within 6 months of the start date and evidence of this must be on file prior to starting class, and results must be in file prior to starting clinical and vehicular rotations.)*


*Revised 8/15*
J. Negative results of a 5 panel drug screening within 6 months of the course start date. **Drug screening must be sent to PSESI directly from the lab.**

Screening must include:
1. Marijuana
2. Cocaine
3. Barbiturates
4. Sedatives
5. Amphetamines

**Screening Process**

**Entrance Exam Breakdown**
1. ALS entrance Exam consisting of 150-question multiple-choice, electronically graded.
2. Practical skill evaluation consisting of:
   A. Trauma scenario based on NREMT-B score sheet
   B. Medical scenario based on NREMT-B score sheet
3. Oral board consisting of not less than 3 members out of the following list:
   A. Medical Director (s)
   B. Program or Assistant Program Director
   C. Program Manager or Coordinator

The weighted percentages will be as follows:
- Written ALS entrance: 50%
- Practical*: 5%
- Oral board: 45%
- Total: 100%

*If any critical criteria are missed on the practical skill stations, you may be disqualified from the screening process.

**The candidate must obtain an overall score of 70% to be eligible for attendance in a PSESI paramedic course. Seats will be filled based on these scores, along with the approval of the PSESI Medical Director.**

**Breakdown of Scoring**

**Written ALS entrance:**
The written ALS entrance exam will be scored on a percentage basis.

**Practicals:**
- Total points will be converted into a percentage score for each and the scores averaged for the two practicals.
- The current NREMT Trauma Scenario score sheet will be used.
- The current NREMT Medical Scenario score sheet will be used.

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• *If any critical criteria are missed on the practical skill stations, you will be disqualified from the screening process.*

**Oral Board:**

The oral board will consist of questions relating to history, reasons for enrolling, support systems, past experience, judgment questions, and question on expected EMT-B knowledge. The candidates will be scored on each question as well as overall presentation.

**ALS Entrance Exam**

The ALS entrance exam will be a computer based exam with 150 questions and based on the EMT-B DOT NHTSA Curriculum. The candidate will have one attempt only.

To schedule a date/time to take this exam, please contact the PSESI @ (520) 206-3502. The candidate should report to the Public Safety and Emergency Services Institute Training Center, 4355 E. Calle Aurora, Building A and ask for the “ALS Entrance Exam.” The candidate should bring a picture ID. The candidate will have 2 ½ hours to complete the exam. Please contact the PSESI office to assure the exam can be proctored.

**PLEASE MAKE AN APPOINTMENT TO BRING IN YOUR COMPLETED PRE-REQUISITE PACKET BEFORE YOUR WRITTEN EXAM**

Before the exam, please make sure you are a current Pima Community College student and have activated your MyPima Account - [https://mypima.pima.edu/cp/home/displaylogin](https://mypima.pima.edu/cp/home/displaylogin).

The exam will be based solely on EMT-B knowledge (NHTSA Curriculum). It is recommended that the candidate prepare for this ALS entrance exam. Please utilize a current EMT-Basic textbook to study.

**Practical Skills Evaluation**

The Candidate will have one attempt to demonstrate proficiency in two practical skills stations. The candidate will be assessed at the EMT-B level utilizing the Basic Level Practical Examination Forms contained within The National Registry of Emergency Medical Technicians EMT-Basic Practical Examination Users Guide. The student can obtain copies of these assessment forms from the National Registry of EMT web site; [www.nremt.org](http://www.nremt.org).

The Candidate will be required to demonstrate proficiency in the following two practical skills stations.

A. Trauma Patient Assessment  
B. Medical Patient Assessment

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The Practical Skills Station requires approximately 30 minutes to complete both stations. The Practical Skills Stations will be scheduled after the completion of the written exam on a first come, first serve basis.

**Oral Board Interview**

The Candidate is required to participate in an Oral Interview. The Oral Interview will last approximately 30 minutes. Please allow extra time for scheduling adjustments.

The PSESI Medical Director makes the final determination whether or not a candidate is accepted into a PSESI paramedic course. The Medical Director will take the candidate’s screening results, criminal history, past educational history with the PSESI, and whether or not all the prerequisites have been completed and verified into account in making the determination to accept or deny the candidate entrance into the paramedic course.

Further questions in regards to the Paramedic Program or other programs that the PSESI offers may be forwarded to: Sharon Hollingsworth – shollingsworth@pima.edu

**Verification of 9th Grade Reading Level**

The Candidate must show proof of the ability to read at the 9th grade level. The student can be tested for free at any Pima Community College test center. The minimum score is 9th grade level is mandatory according to ADHS. The only acceptable types of reading assessment tests are ASSET, COMPASS, and Nelson-Denney. *(Please understand the curriculum is written at an 11 grade reading level).*

**5-Panel Drug Screening**

The candidate must provide proof of negative 5-panel drug screening. This test must be done no earlier than within 6 months of the start date of the class. The student can obtain this test from their Primary Care Physician, or several other independent clinics around town. TASC Inc. offers a discount to our students. If using TASC, please contact the PSESI office before testing (520-206-3502). **Drug screening must be sent to PSESI directly from the lab.**

**Hep B Vaccination or Letter of Declination**

The candidate must furnish proof of Hep B vaccination or fill out and sign the below declination form. Pima County Health Department Immunization Clinics offer TB skin tests, MMR and TD vaccinations at low costs. Each clinic has its own immunization schedule. Contact their office to be sure you can get the immunization(s) you need.

**Hepatitis B Vaccination Declination**

Student’s Printed Name: ___________________________________________

By signing this form, I am declining the Hepatitis B vaccination series with the full understanding that by doing so I may put myself at risk for contracting Hepatitis B. I

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agree not to hold Pima Community College, or the Public Safety and Emergency Services Institute, or any of their affiliates responsible.

Student Signature: ____________________________ Date: __________________

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Candidate Pre-Requisite Tracking Record

PLEASE PRINT

Name: __________________________________________ Date: __________________________

Street Address: ______________________________________________________________________

City: _______________________ State: ________________ Zip: ________________________

DOB: _______________ Age: ____________ Sex: _________ SSN: ________________

Cell #:_____________________ Secondary #: ____________________

Agency: _____________________ Supervisor: ____________________ Phone: _______________

Level of Certification: ______________ # of years Certified: ________ # of Years Practicing: ________

Email address: ____________________________

What is your highest level of education/degree? __________________________________________

Copies of the following items are required prior to taking the written exam (with the exception of the TB skin test, drug screening, and proof of health insurance. These must be turned in prior to registering for the program. Processing date of the background check must be within 6 months of the program start date and evidence of this must be turned in prior to starting class. Results must be in prior to starting clinical and vehicular rotation, you are at risk for being dropped from the program if the results are shown to have restrictions identified on them. **The flu shot is due prior to clinical rotations and must remain current throughout clinical rotations)

□ EMT card Card Number: __________________ Exp. Date: __________________________

□ Proof of Arizona Department of Health Services online account:

□ Proof of age 18 (driver’s license, birth certificate, passport, etc)

□ CPR card Exp. Date: __________________ Score: __________________

□ Reading Assessment verifying 9th grade level

□ Math Assessment (no level required)

□ Writing Assessment (no level required)

□ TB Screening (within 6 months prior to application as defined in R9-25-308 (D) and proof of annual TB testing while enrolled in the program)

□ **Flu Shot (prior to clinical rotations and must remain current throughout rotation) Date: __________________

□ Measles / Rubeola

□ Mumps

□ Rubella

□ Varicella immunization or medical documentation of having chicken pox

□ Tdap (Tetanus, diphtheria, & pertussis, within 10 yrs of start date) Date: __________________

□ Hep B Vaccination or letter of declination

□ 5 panel drug screening (sent directly from lab) Date: __________________

□ Pima College Criminal History Form

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☐ FBI Background/DPS Fingerprint Clearance, must be original (processing date must be within 6 months of program start date, evidence of this must be turned in prior to starting class, and results must be turned in prior to starting clinical & vehicular rotations)  

Date: _____________________  
Company __________________

☐ Proof of current Health Insurance Coverage.  

Date: _____________________  
Company __________________

☐ Unofficial or Official College Transcript  

Date Signed: ______________

☐ FERPA Needed: (Release of info to your agency) Y or N  

Date Signed: ______________