



Opportunities for Success

Bay Area Youth EMT Program

6303 Hollis Street
Emeryville, CA 94608
Office: 510-434-1105 Fax: 510-263-5996
support.staff@bayemt.org
www.bayemt.org

Course Catalog

Catalog of Courses
January 1, 2024 to December 31, 2024

Institutional Mission and Objectives	1
Instructional Location	1
Description of the Facilities & Type of Equipment Used for Instruction	1
Library Resources	1
NOTICE CONCERNING TRANSFERABILITY OF CREDITS	2
Admissions Policies & Recognition of Credits	2
Visa Related Services	2
Language Proficiency	2
Language of Instruction	3
English as a Second Language Instruction	3
Accreditation Status	3
STRF Disclosure	3
Privacy Act	4
Student Conduct	4
Nondiscrimination Policy	4
Academic Freedom	4
Sexual Harassment	5
Student's Right to Cancel	5
Policies and Procedures Regarding Financial Aid	6
Financial Aid Disclosures	6
Grades and Standards for Student Achievement - Satisfactory Progress	6
Evaluation Policies	7
Attendance Policy – All Programs	8
Academic Probation and Dismissal Policies	8
Leaves of Absence	8
Student Grievance Procedures – Student Rights	8
Student Services	8
Placement Services	8
Student Housing	8
Student Records and Transcripts	8
Professions – Requirements for Eligibility for Licensure	8
Charges: Tuition & Fees	9
Faculty	9
Programs	10
REQUIRED DISCLOSURES	12

Institutional Mission and Objectives

The mission of our programs is to increase diversity in the first responder profession by instructing inner-city youth in the EMT curriculum. Our goal is to create civic-minded EMTs and Firefighters who will utilize their newly learned skills to work with community-based programs, as well as local EMS and fire agencies.

The BAY EMT Program is a non-profit 501c(3) organization that provides vocational support and training at no cost to our students and alumni.

Instructional Location

Bay Area Youth EMT Program
6303 Hollis Street
Emeryville, CA 94608

Description of the Facilities & Type of Equipment Used for Instruction

The instructional facility is attached to an active fire station, with its own entrance and bathroom facilities that are separate from the firefighter living quarters. Sufficient parking is available in the rear of the building. Instruction is provided in the classroom and the conference room is used to conduct group skills training sessions. At the present time the classroom is equipped with modern systems including laptops, a projector and standard peripherals. Dry erase boards, a large screen and computer are available for viewing videos and PowerPoint presentations.

The following equipment and supplies are all owned by BAY EMT:

- Equipment and manikins for CPR and airway management
- Airway and oxygen delivery equipment
- Bleeding and shock management supplies
- Splinting and immobilization equipment
- Blood pressure cuffs and stethoscopes
- Wheeled gurnies
- Medications (expired) for pharmacology demonstrations
- Triage tags for MCI lecture

The following equipment is loaned from Alameda County Fire Department without charge:

- Zoll Cardiac monitor

Library Resources

No formal library is needed to meet the instructional needs of the students. General library materials would not be compatible with the objectives of this program as the acquisition of specialized knowledge and hands-on-skills are the essential elements for completion of the programs offered. Learning resources provided include access to books, periodicals, videos, and access to specially selected internet sources of information which support the learning objectives of the programs offered. Student may access learning resources by asking any staff member during normal business hours. Staff members are also available to provide research assistance.

Selected Supplemental References

www.emtprep.com

EMTprep YouTube Channel: <https://www.youtube.com/channel/UCpXn4ToUsD7OmjjH-bmaBjg>
<https://www.nremt.org/rwd/public/document/psychomotor-exam>

These learning resources are sufficient to support the instructional needs of the students since they provide current information related to Emergency Medical Technician certification test preparation, and to resources that provide basic and more advanced information related to the skills and techniques that are integral to the program offered.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Bay Area Youth EMT Program is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the EMT program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Bay Area Youth EMT Program to determine if your certificate will transfer.

Admissions Policies & Recognition of Credits

Criteria for consideration for admission:

1. High school diploma, or GED
2. CPR training prior to enrolling in the program
3. At least 18 years of age
4. Attend the mandatory student orientation
5. Submit a complete application and personal statement essay
6. TB skin test records
7. Hepatitis B vaccine records (must have completed 2 of 3 shot series by the start of class)
8. Student must pay all applicable fees, as per the current published fee schedule at the time of the signing or entering into an enrollment contract or make other arrangements acceptable to the school
9. This institution does not award credit for satisfactory completion of CLEP or other comparable examinations
10. This institution does not award credit for experiential learning
11. No Ability to Benefit Students will be admitted
12. This institution has not entered into an articulation or transfer agreement with any other institution

Visa Related Services

This institution does not admit students from other countries, so no visa related services are offered.

Language Proficiency

The following applies to students for whom English is not their primary language. For a student whose high school or equivalent coursework was not completed in English, and for whom English was not a primary language, the student must attain a qualifying score of 97 on the CELSA. This requirement does not apply to students who have received their high school diploma or the equivalent at an academic institution which has provided the instruction in the English language. Similarly, this requirement does not apply to students who have completed coursework, in English, at the college level.

Language of Instruction

Instructions will be given in no language other than English.

English as a Second Language Instruction

This institution does not provide ESL instruction.

Accreditation Status

This institution is not accredited by an accrediting agency recognized by the United States Department of Education. A student enrolled in an unaccredited institution is not eligible for federal financial aid.

STRF Disclosure

Student Tuition Recovery Fund Disclosures.

“The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.”

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd., Suite 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Privacy Act

It is this institution's intent to carefully follow the rules applicable under the Family Education Rights and Privacy Act. It is our intent to protect the privacy of a student's financial, academic and other school records. We will not release such information to any individual without having first received the student's written request to do so, or unless otherwise required by law.

Student Conduct

Students are expected to behave professionally and respectfully at all times. Students are subject to dismissal for any inappropriate or unethical conduct or for any act of academic dishonesty. Students are expected to dress and act accordingly while attending this institution. At the discretion of the school administration a student may be dismissed from school for reasons including, but not limited to:

- Coming to class in an intoxicated or drugged state.
- Possession of drugs or alcohol on campus.
- Possession of a weapon on campus.
- Behavior creating a safety hazard to another person(s).
- Disobedient or disrespectful behavior to other students, an administrator or instructor.
- Stealing or damaging the property of another.

Any students found to have engaged in such conduct will be asked to leave the premises immediately. Disciplinary action will be determined by the Chief Executive Officer of this institution and such determination will be made within 10 days after meeting with both the chair of the department in which the student is enrolled and the student in question.

Nondiscrimination Policy

This institution is committed to providing equal opportunities to all applicants, to programs and to all applicants for employment. Therefore, no discrimination shall occur in any program or activity of this institution, including activities related to the solicitation of students or employees on the basis of race, color, religion, religious beliefs, national origin, sex, sexual orientation, marital status, pregnancy, age, disability, veteran's status, or any other classification that precludes a person from consideration as an individual. Please direct any inquiries regarding this policy, if any, to the Chief Operations Officer who is assigned the responsibility for assuring that this policy is followed.

Academic Freedom

Bay Area Youth EMT Program is committed to assuring full academic freedom to all faculty. Confident in the qualifications and expertise of its faculty members, the program encourages its faculty members to exercise their individual judgments regarding the content of the assigned courses, organization of topics and instructional methods, providing only that these judgments are made within the context of the course descriptions as currently published, and providing that the instructional methods are those officially sanctioned by the institution, methods for which the institution has received oversight approval.

Bay Area Youth EMT Program encourages instructors and students to engage in discussion and dialog. Students and faculty members alike are encouraged to freely express views, however controversial, as long as they believe it would advance understanding in their specialized discipline or sub-disciplines.

Sexual Harassment

This institution is committed to providing a work environment that is free of discrimination, intimidation and harassment. In keeping with this commitment, we believe that it is necessary to affirmatively confront this subject and express our strong disapproval of sexual harassment. No one associated with this institution may engage in verbal abuse of a sexual nature; use sexually degrading or graphic words to describe an individual or an individual's body; or display sexually suggestive objects or pictures at any facility or other venue associated with this institution. Students are responsible for conducting themselves in a manner consistent with the spirit and intent of this policy.

Student's Right to Cancel

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later. A notice of cancellation or withdrawal for the current term or from the school shall be in writing and submitted to the school administrative office. Cancellation or withdrawal is effective on the date written notice of cancellation is sent to the school administrative office at PO Box 71772 Oakland, CA 94612 or by email to wellington.jackson@bayemt.org. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

A cancellation or withdrawal for the current term or from the school may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. The institution shall refund 100 percent of the amount paid for institutional charges, less a reasonable registration fee.

The institution shall issue a refund for unearned institutional charges if the student cancels an enrollment agreement or withdraws during a period of attendance. The refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. The institution shall pay or credit refunds within 45 days of a student's cancellation or withdrawal.

Refund Policy

If the student cancels an enrollment agreement or withdraws during a period of attendance, the refund policy for students who have completed 60 percent or less of the period of attendance shall be a pro rata refund. A pro rata refund pursuant to section 94919(c) or 94920(d) or 94927 of the code shall be no less than the total amount owed by the student for the portion of the educational program provided subtracted from the amount paid by the student, calculated as follows:

The amount owed equals the daily charge for the program (total institutional charge, divided by the number of days or hours in the program), multiplied by the number of days student attended, or was scheduled to attend, prior to withdrawal.

For purposes of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn in accordance with the withdrawal policy stated in this institution's catalog.

If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 45 days of the student's withdrawal or cancellation. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from

federal student financial aid program funds. This institution shall refund any credit balance on the student's account within 45 days after the date of the student's completion of, or withdrawal from, the educational program in which the student was enrolled.

Policies and Procedures Regarding Financial Aid

This institution does not participate in any federal or state financial aid programs. A student enrolled in an unaccredited institution is not eligible for federal financial aid programs.

Financial Aid Disclosures

Bay Area Youth EMT is a non-profit 501c(3) organization that provides vocational training at no cost to students, which is made possible through a cooperative agreement with Alameda County Fire Department and individual private donors. Donor funds cover all tuition costs for all accepted students via a scholarship. We are able to continue to provide cost-free tuition to our students by limiting our cohorts to 2 per year, with a limit of 20-25 students per cohort.

The required materials for the course are also provided to the students free of charge, consisting of a uniform shirt, sweatshirt and cap, textbooks, binders, blood pressure cuffs and stethoscopes. Only the uniform pants and safety boots are the responsibility of the student to purchase, although they are available for purchase from the school for a fee of \$85 plus tax. Additional financial assistance may be provided to students that cannot afford to purchase the uniform pants and boots. Should a student drop the course, all textbooks, binders, blood pressure cuffs, stethoscopes must be returned, including uniform pants and boots should that student have obtained financial assistance to purchase those items.

Grades and Standards for Student Achievement - Satisfactory Progress

Pass/fail scores are utilized for all skills examinations and the written final examination. Students must receive passing grades on all skills examinations and achieve an 80% or better on the final exam to successfully pass the program. The grading policy includes skills, quizzes, final exam, group participation, volunteer events and attendance. Students will be evaluated throughout the program. The student's final grade will be calculated by the following grading scale.

Students who take a make-up quiz due to being tardy or an absence will receive a maximum grade of 80% on the exam. Students who receive less than 80% on the final exam will be allowed one retake of the exam.

A student will be warned that they are in jeopardy of failing the program if their cumulative score falls below 60%. Students dropped from the program for low grades or for failing the final exam twice, **will not** be eligible to take the state licensing exam. Students who are dropped from the program for low grades will only be entitled to a refund if they have completed 60% or less of the program, and refunds will be calculated in accordance with this institution's Refund Policy.

GRADING SCALE	
Skills	35%
Quizzes	20%
Final Exam	35%
Participation/Attendance	10%
	100%

PASS/FAIL SCALE		
Type	Grade Scale	Grade
Quizzes/Tests/Final	80 and Above	Pass
	79 & Below	Fail
Skills Assessment	90 and Above	Pass
	89 & Below	Fail

Evaluation Policies

Grades are awarded on a pass / fail basis. Students must achieve a “pass” rating on all quizzes and skill demonstrations.

Grading Policy for Pass/Fail Standards on Weekly Quizzes: All students will be required to achieve a cumulative score of 60% on all weekly quizzes in order to qualify to take the final exam.

Grading Policy for Pass / Fail Standard on Final Exam: All students will be required to score a “pass” on the final exam to qualify for a completion certificate.

Grading Policy for Pass / Fail Standards on Skills Examinations: All students will be required to hand in a completed skills summary evaluation sheet prior to taking the final written exam. All students must have passing marks on all skills in order to qualify to take the final written exam. The skills summary evaluation sheet must be signed and dated by an instructor for each skill attempted. Passing or failing marks on each skill is evaluated by the student’s cognitive understanding of the skills and achievement of the skill’s psychomotor objectives. All students will be required to pass the final skills examinations with 90% proficiency. The standard of 90% proficiency will be graded by evaluation and monitoring of skill time limits and critical criteria for each skill.

Grading Policy for Pass / Fail Standards on Attendance, Volunteer Events/Group Participation: Students are required to attend at least 90% of the scheduled hours for didactic and skills instruction. It is important for the school to be notified when a student is not able to attend class. It is the student’s responsibility to inquire about make-up work for both classroom lectures and laboratory sessions.

If the student has not completed the coursework and earned a grade at the end of the program, the instructor may issue one of the following grades.

I Incomplete If the program has not been completed, the instructor may grant an I on a two-week extension of the term, at no additional tuition cost, when the student is making satisfactory progress and the instructor believes that an extension of time will permit satisfactory completion. At the end of this period, a final grade must be recorded.

W Withdraw The student may withdraw from any program before the end of the term. At the end of the term, the instructor may withdraw the student from the program and issue a W when the instructor believes the student's progress is insufficient to warrant an extension. A student who withdraws or is administratively withdrawn must retake the course and is responsible for a new tuition payment for that course of study.

Grading System Standard

Evaluation of student achievement will be based on meeting the objectives for each program.

Attendance Policy – All Programs

Students are required to attend at least 90% (170 hours) of the scheduled hours for didactic, skills and clinical instruction.

Academic Probation and Dismissal Policies

The Chief Academic Officer may place a student on academic probation if the student is not making satisfactory academic progress as per this institution's published policy. The student's academic progress will be monitored at the end of each module as the grades are posted. Should the student's pass/fail percentage fall below that required for graduation, a student may be placed on academic probation. This will result in a formal advisory, which will be sent to the student by email, explaining the reason for the probation. If the student wishes to appeal the formal advisory, the student is to submit a written request for an administrative academic review to the school main campus:

Bay Area Youth EMT Program
PO Box 71772
Oakland, CA 94612

After the completion of the current module, the student will have two additional modules to bring his or her pass/fail percentage up to or in excess of the minimum 60% standard of the institution. Thereafter, the student's failure to achieve satisfactory academic progress may result in dismissal from the program. The Chief Academic Officer will offer assistance in locating a suitable tutor, should such service be requested by the student. Any student seeking a tutor is financially responsible for the cost of all such tutoring.

Violations of the Harassment or Discrimination Policy of this institution will become part of the student's record. Depending on the severity and/or frequency of the violation(s), the Faculty may take disciplinary action, including administrative withdrawal from the program. A student who has become subject to disciplinary action may submit an appeal to the Chief Academic Officer per the program's Grievances policy.

Leaves of Absence

It is the policy of the school to not grant a Leave of Absence to students.

Student Grievance Procedures – Student Rights

Most problems or complaints that students may have with the school or its administrators can be resolved through a personal meeting with the student's instructor or the Program Director. If, however, this action does not resolve the matter to the satisfaction of the student, he/she may submit a written complaint to the main campus:

Bay Area Youth EMT Program
PO Box 71772
Oakland, CA 94612

The written complaint must contain a statement of the nature of the problem, the date the problem occurred, the names of the individuals involved, copies of documents if any, which contain information regarding the problem, evidence demonstrating that the institution's complaint procedure was properly followed, and the student's signature. The student can expect to receive a written response within ten business days. Student's rights are set forth at various places in this catalog. Contact the school director if you require additional information.

Complaint Procedures
Right to Cancel
Student Tuition Recovery Fund
Notice Concerning Transferability of Credits
Student Grievance Procedures

Student Rights to Inspect Records and Obtain Transcripts
Non-Discrimination Policy
Academic Freedom
Sexual Harassment

Student Services

This institution does not provide airport reception services, housing assistance or other services. Further, this institution maintains a focus on the delivery of educational services. Should a student encounter personal problems which interfere with his or her ability to complete coursework, this institution will provide assistance in identifying appropriate professional assistance in the student's local community and may offer personal counseling assistance if requested by the student.

Placement Services

This institution offers Career Services to current students and graduates that includes individualized coaching and support. Workshops are organized in the last couple weeks of the program to provide support for resume and cover letter writing, LinkedIn profiles, and interview skills. The program also offers networking possibilities for upcoming graduates through school-sponsored events.

Student Housing

This institution has no responsibility to find or assist a student in funding housing.

This institution does not operate dormitories or other housing facilities. This institution does not provide assistance, nor does it have any responsibility to assist students in finding housing. Housing in the immediate area is available in two story walkup and garden apartments. Monthly rent for a one-bedroom unit is approximately \$1,200 a month. (www.apartmentguide.com)

Student Records and Transcripts

Student records for all students are kept for five years. Transcripts are kept permanently. Students may inspect and review their educational records. To do so, a student should submit a written request identifying the specific information to be reviewed. Should a student find, upon review, that records are inaccurate or misleading, the student may request that the errors be corrected. In the event that a difference of opinion exists regarding the existence of errors, a student may ask that a meeting be held to resolve the matter. Each student's file will contain student's records, including a transcript of grades earned. Copies of the official transcript are provided at no charge. Transcripts will only be released to the student upon receipt of a written request bearing the student's live signature.

Professions – Requirements for Eligibility for Licensure

EMT licensure/certification is a goal of this program. In order to be eligible for certification as an EMT from a local EMS agency, students must first pass the NREMT exam. This exam is used to qualify EMTs for licensure/certification in the State of California, after which they will receive their EMT National Registry certificate. Students may then contact a local EMS agency to submit an application, which grants the student permission to work in that agency's county.

Charges: Tuition & Fees

All fees are subject to change from time to time, without notice.

Program Name	Tuition	Scholarship	Registration Fee	STRF	Books & Materials	Total Program Charges
EMT	\$900	(\$900)	\$0	.0/M	\$0	\$0

Other Fees:

*Uniform pants	\$75	
*Safety boots	\$100	
Unreturned textbook fee	\$170	(for all students who cancel or withdraw)
Unreturned student binder	\$20	(for all students who cancel or withdraw)
Unreturned blood pressure cuff & stethoscope	\$50	(for all students who cancel or withdraw)

* Items are responsibility of the student to obtain or may be purchased from the school at the listed price.

Program Name: Emergency Medical Technician (EMT-B)

	Fees	Scholarship
TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE	\$900	
<i>TOTAL SCHOLARSHIP FOR THE CURRENT PERIOD OF ATTENDANCE</i>		<i>\$900</i>
ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM	\$985	
<i>ESTIMATED TOTAL SCHOLARSHIP FOR THE ENTIRE EDUCATIONAL PROGRAM</i>		<i>\$985</i>
TOTAL CHARGES STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT	\$0	

Faculty

Wellington Jackson

Wellington Jackson is a California licensed paramedic and is a principal instructor at Bay Area Youth EMT Program. Mr. Jackson possesses 28 years of experience in EMS, with 26 of those years as a paramedic. Mr. Jackson possesses 20 years of experience as an EMS educator, and has created introductory EMT programs, overseen after school programs, and developed instruction and training with the Alameda County Fire Department.

Maria Barcena

Maria Barcena is a California licensed EMT and is a lead instructor at Bay Area Youth EMT Program. Ms. Barcena has several years of experience as a Field Training Officer with a local ambulance company and possesses Levels I and II Instructor Educator certifications from the National Association of EMS Educators (NAEMSE).

Eric Lanier

Eric Lanier is a California licensed EMT and is a lead skills Instructor at Bay Area Youth EMT Program. Mr. Lanier has several years of experience as a Firefighter and EMT and possesses Levels I and II Instructor Educator certifications from the National Association of EMS Educators (NAEMSE).

Programs

Name of Program	Emergency Medical Technician (EMT)
Program Description	<p>Students receive the skills necessary to respond to emergency calls and treat trauma patients as well as how to care for and transport the sick and injured. Students immediately put their skills into practice through clinical, residential, and ambulance simulations. Students receive hands-on training with actual field medical equipment, supervised by experienced paramedics and EMTs. The instructors bring a wide variety of EMT experience to the classroom and skills lab to expand the students' learning opportunities. On successfully completing the EMT program, students will be eligible to take the national certifying exam through the National Registry of Emergency Medical Technicians – NREMT and pursue EMT certification with a local EMS agency. (SOC Code 29-2041)</p>
Program Mission and Objectives	<p>Upon completion of this program the student will have the ability to perform the following:</p> <ul style="list-style-type: none"> • Describe the roles of EMS in the health care system. • Describe the essential elements for the safe and efficient response to the scene of a medical emergency. • Apply principles of anatomy, physiology, pathophysiology, life-span development, and therapeutic communications to the assessment and management of patients. • Perform a thorough patient assessment for signs and symptoms of illnesses and injuries. • Provide prompt and efficient basic emergency care to the sick and injured. • Identify the need for and perform immediate life-saving interventions to manage a patient's airway, breathing, and circulation. • Become familiar with the principles of pharmacology. • Safely handle and prepare the patient for transportation. • Describe the essential elements of safe and orderly transportation of the patient to the appropriate hospital and the transfer of patient care to the hospital staff. • Inventory, replace, and clean supplies and equipment after use. • Apply principles of emergency medical services operations, including considerations in ambulance and air medical transportation, multiple casualty incidents, gaining access to and extricating patients, hazardous materials incidents, and responding to situations involving weapons of mass destruction.
Total Clock Hours	184
Is an Externship or Internship Required?	No.
Graduation Requirements	<p>To complete this program a student must complete all prescribed modules of the program and earn a grade of "pass".</p>
Job Classification	<p>This educational program is designed to prepare students for employment as an Emergency Medical Technician (SOC 29-2041, 29-2042 Emergency Medical Technician, 33-2011 Firefighter).</p>
Final Tests or Exams	Yes. Students are evaluated through written and performance assessments.

Module Name	Module Description	Hours
Preparatory	In this module the student will learn the fundamental knowledge of the emergency medical services (EMS) system, safety/well-being of the emergency medical technician (EMT), medical/legal, ethical issues to the provision of emergency care, medical terminology and anatomy and physiology	20
Airway Management	In this module the student will learn anatomy and physiology to patient assessment and management in order to assure a patent airway, adequate mechanical ventilation, and respiration for patients of all ages.	14
Patient Assessment	In this module the student will learn about scene size up and safety, primary assessment, vital signs and monitoring devices, assessment of medical and trauma patients, reassessment, critical thinking and decision making, communication and documentation.	26
Medical/Behavioral Emergencies and Obstetrics/Gynecology	In this module the student will learn about general pharmacology, cardiovascular emergencies, psychiatric emergencies, immunologic emergencies, patients with special challenges, gynecological emergencies, obstetrics and neonatal care and environmental emergencies.	40
Trauma	In this module the student will learn the fundamental knowledge to provide basic emergency care and transportation based on assessment findings, bleeding and shock, soft tissue trauma, face and neck injuries, head and spine injuries, chest and abdominal trauma and orthopaedical trauma.	40
Infants/Children and Geriatric	In this module the student will learn about pediatric emergencies, geriatric emergencies, emergencies for patients with special needs.	8
Operations	In this module the student will learn about operational roles and responsibilities to ensure patient, public and personal safety. Including incident management, vehicle extraction, multiple casualty incidents and disaster management.	8
Advance Airway	In this module the student will learn to be an effective team member through crew resource management, effective transfer of patient care from one provider to another and assisting with advanced life support (ALS).	4
Career Preparation	In this module the student will learn about local emergency medical services authority (LEMSA) protocols and review ambulance license handbook and requirements to become a state certified EMT.	4
Clinical	24 hours of ambulance/engine ride-a-longs or emergency room observations to include at least 10 patient contacts.	24

REQUIRED DISCLOSURES

- The policy of this institution is to update the official school catalog annually, in January of each year.
- Annual updates may be made by the use of supplements or inserts accompanying the catalog. If changes in educational programs, educational services, procedures, or policies required to be included in the catalog by statute or regulation are implemented before the issuance of the annually updated catalog. Those changes shall be reflected at the time they are made in supplements or inserts accompanying the catalog.
- This institution makes its current catalog and current program brochures available to the public at no charge. Individuals who wish to obtain a copy can make arrangements by simply calling the school's office.
- This institution is a private institution approved to operate by the California Bureau for Private Postsecondary Education. (BPPE) Approval to operate means the institution is compliant with minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of title 5 of the California code of Regulations.
- This institution has not had a pending petition in bankruptcy, is not operating as a debtor in possession and has not filed a bankruptcy petition within the preceding five years nor has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under chapter 11 of the United States Bankruptcy Code.
- As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.
- If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.
- Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market, Suite 225 Sacramento, CA 95834, P.O. Box 980818, West Sacramento, CA 95798, www.bppe.ca.gov, toll free telephone number (888) 370-7589 Fax (916) 263-1897
- A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bppe.ca.gov.
- The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling **(888) 370-7589, option #5** or by visiting (<https://osar.bppe.ca.gov>).