

**EASTERN FLORIDA STATE COLLEGE
AND THE
PUBLIC SAFETY INSTITUTE
EMS PROGRAMS**



STUDENT HANDBOOK

Updated

Spring 2026

EFSC – EMS STUDENT HANDBOOK

Contents

Section 1.0	WELCOME.....	1
1.1	Welcome:	1
1.2	CoAEMSP/Eastern Florida State College EMS Program Primary Goal	1
1.3	Contact Information	2
Section 2.0	GENERAL COLLEGE INFORMATION	3
2.1	College Mission Statement.....	3
2.2	Institute of Public Safety	3
2.3	College Policies	3
2.3.1	Non-Discrimination/Equal Opportunity Intuition.....	3
2.3.2	Sexual and/or General Harassment.....	4
2.3.3	Students with Disabilities	4
2.3.4	College Closing Information	4
2.3.5	Religious Observances.....	4
Section 3.0	GENERAL EMS PROGRAM	5
3.1	Emergency Medical Service Department:	5
3.2	Roles and Responsibilities:	5-6
3.3	Health and Injury:.....	6-7
3.4	Graduation:	7-8
3.5	Investigations.....	8
3.6	Disciplinary System:.....	8-10
3.7	Firearms/Weapons/Fireworks and Explosives:	10-11
3.8	Respectful Language and Demeanor.....	11
3.9	Honesty	11
3.10	Interagency Politics	11
3.11	Tobacco Use:	12
3.12	Alcohol.....	12
3.13	Following Directives/Orders	12
3.14	Contact Information	12
3.15	Legal Conflict:	12-13
3.16	Office Hours.....	13

EFSC – EMS STUDENT HANDBOOK

3.17	Student’s Use of Department Phones, Printers and Copy Machine.....	13
3.18	Telephone Use:.....	13
3.19	Removal from a Course	13
3.20	Multiple Course Attempts	13
3.21	Social Media:	14
3.22	Uniforms, IDs and General Equipment:.....	14-15
3.23	Jewelry.....	15
3.24	Grooming.....	15
3.25	Appeals:.....	15-16
3.26	Student Minimum Competency Objectives:.....	16-17
Section 4.0	ACADEMICS	18
4.1	HIPPA (Patient Confidentiality).....	18
4.2	Class Decorum	18
4.3	FERPA:	18-19
4.3	FERPA (cont’d):.....	19
4.4	Discontinued Education Due to Illness or Injury	19
4.5	EMS Courses:.....	19-26
	EMT Program.....	19-22
	Paramedic Program	22-26
4.6	Passing Score	26
4.7	Written Examination Minimum Score:.....	26
4.8	Examinations	26
4.8	Examinations (cont’d).....	27
4.9	Mandatory Lectures for All EMS Programs	27
4.10	Course Syllabus.....	27
4.11	Failure of Specific Courses.....	27
4.12	Cheating	27
4.12	Cheating (cont’d).....	28
4.13	Tardy/Absences	28
4.14	Clinical Course:	28-31
4.15	Photography During Clinicals	32
4.16	Shift Trades.....	32

EFSC – EMS STUDENT HANDBOOK

4.17	Critical Incident Stress Management (CISM).....	32
4.18	Paramedic Functional Job Analysis/Technical Standards	33
4.19	Occupational Risks.....	35
4.20	Advanced Placement.....	36
4.21	Experiential Learning.....	36
4.22	Unanticipated Program Interruption.....	36

Section 1.0 WELCOME

1.1 Welcome:

Welcome to Emergency Medical Services and what may be the most challenging, exhilarating and demanding college program that you could ever be a member of. These courses combine didactic course work with real-world hands on, right-in-the-middle-of-it clinicals. The bar is set high and the college's expectations of you will drive you towards that upper limit of what you can accomplish, not just in the classroom, but in the streets as well. And, whether you go on to be paramedic, a fire fighter, a nurse, a physician's assistant or physician, it all began because you were willing to take a leap of faith and start a career as an EMT and join the Emergency Medical Services Family.

The following is the EMS Department's Student Handbook. It is divided into three (3) parts. The first section is the general Eastern Florida State College information. All of this information, along with greater detail and additional information, can be found in the general Eastern Florida State College's Student Handbook. The second section highlights the administrative or programmatic portion of the EMS Department. The third section is the Academic section, and obviously relates to all things in the classroom, lab and on clinicals.

1.2 CoAEMSP/Eastern Florida State College EMS Program Primary Goal:

It is the primary goal for Eastern Florida State College's EMS program, "Prepare competent entry-level Emergency Medical Technician-Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

1.3 Contact Information:

**Emergency Medical Services Department
Program Administrative Personnel**

Vice President of External Affairs

Jack Parker, Vice President of External Affairs
Melbourne, Building 8

Public Safety Institute – Dean

Dean Stephen Salvo
Melbourne Campus, Building 8
(321) 433-5775

<p><u>Program Director/Clinical Coordinator</u> Mrs. Kim Eddleman Melbourne Campus, Building 8-201-J 321-433-7612 eddlmank@easternflorida.edu</p>	<p><u>Lead EMS Faculty</u> Mr. Jeff Touro Melbourne Campus, Building 8-201K 321-433-7143 touroj@easternflorida.edu</p>
<p><u>Lead EMS Faculty</u> Mr. John Wallace Melbourne Campus, Building 8-201-R 321-433-5399 wallacej@easternflorida.edu</p>	<p><u>Lead EMS Faculty</u> Mr. Matt Godson Melbourne Campus, Building 8-201-J 321-433-7759 godsonm@easternflorida.edu</p>
<p><u>Lead EMS Faculty</u> Mr. Tom Pownall Melbourne Campus, Building 8-235 321-433-7572 pownallt@easternflorida.edu</p>	

Academic Advisor

Mrs. Melissa Walker
Melbourne Campus, Building 8, Room 201-B
(321) 433-5637
walkerme@easternflorida.edu

Section 2.0 GENERAL COLLEGE INFORMATION

2.1 College Mission Statement:

Eastern Florida State College is committed to engaging our diverse population with quality, accessible learning opportunities that successfully meet individual and community needs. To fulfill that mission EFSC offers:

- Specified baccalaureate degree programs through formal written agreements between the College and other regionally accredited postsecondary educational institutions or with the College for the purpose of meeting district regional or statewide workforce needs.
- Undergraduate studies and Associate Degrees for students pursuing a Baccalaureate Degree delivered in traditional face-to-face classes, partially online classes and online classes.
- Technical and vocational training for Associate Degree and Certificates to enter the workforce, improve professional skills and develop new competencies.
- Instructional support services such as advising and career guidance.
- Activities supporting cultural enrichment, economic development, sports, wellness and quality of life.
- Workshops and classes for personal growth.

2.2 Institute of Public Safety:

The mission of EFSC's Public Safety Institute (PSI) is to provide quality training and education to current public safety practitioners and men and women entering the public safety fields, preparing them for today's workforce, to serve and safeguard their communities. We pride ourselves in the excellence of our instruction, the dedication of our faculty and staff and the professionalism and accomplishments of our graduates.

2.3 College Policies:

Below does not represent all of the applicable policies, procedures rules and regulations governing the aspects of being an EFSC college student. It is in the best interest of any EFSC student that he/she familiarizes themselves with the EFSC Student Handbook, which can be reviewed online, or a hard copy can be acquired at Student Services Building, Titusville Building 3, Cocoa Building 11, Melbourne Building 1, and Palm Bay Building 1.

2.3.1 Non-Discrimination/Equal Opportunity Intuition:

EFSC is an equal opportunity institution. EFSC pledges nondiscrimination, equal access, equal educational opportunity, and equal employment opportunity to all persons regardless of race, ethnicity, religion, national origin, age, gender, disability, marital status, veteran status, ancestry or political affiliation. Our pledge covers programs, facilities, health services, athletics, employment and its privileges and benefits. To obtain more information about the College's equal access and equal opportunities policies, procedures and practices please call the Director of College Equity (321) 632-1111.

2.3.2 Sexual and/or General Harassment:

Harassment is any repeated and unwelcomed verbal and/or physical abuse which intimidates and/or causes the recipient and/or bystanders’ discomfort, humiliation or in any way interferes with the recipient’s educational or job performance. Any form of harassment related to employees, applicants, students, based on their race, ethnicity, religion, national origin, age, gender, disability, marital status, veteran status, ancestry and/or political affiliation is a violation of this regulation. For greater insight please refer to the EFSC Student Handbook.

2.3.3 Students with Disabilities:

In compliance with the Federal Americans with Disabilities Act, and Section 504 of the Rehabilitation Act of 1973, all reasonable attempts will be made to accommodate students with disabilities. Students needing special accommodations during EMT or Paramedic training must contact the “Office of Student’s with Disabilities” prior to requesting accommodations from the EMS Department.

Cocoa Campus	Melbourne Campus
Chris Pierce Building 9, Room 108 321-433-7295 piercech@easternflorida.edu	Shari Rodriguez Building 10, Room 118 321-433-5650 rodriguezs@easternflorida.edu

Any requests for special accommodations must be self-disclosed by the student to the College via the “Office of Student’s with Disabilities” to the EMS Department’s EMS Program Director or EMS Program Manager. Students shall not be granted any special accommodations on a request without a corresponding authorization from the “Office of Student’s with Disabilities”.

2.3.4 College Closing Information:

In the event of an unscheduled closing of the college information can be obtained by calling (321)-632-1111 for a recorded message.

2.3.5 Religious Observances:

When observance of religious holidays of students’ own faith interferes with attendance in class, class work assignments, examinations, or class activities, students are to notify the EMS Program Director or EMS Program Manager during the “Orientation” section (post acceptance) during a break or immediately following the conclusion. This notification will be noted in the student’s file and given to the Lead Instructor. The instructor may, as is reasonable and legally required, provide alternative arrangements for the student to complete the work scheduled for the missed session(s). Students excused for religious observances are held responsible for material covered during their absence and will be expected to meet the class requirements without undue delay. Students who believe they have been unreasonably denied educational benefits due to their religious beliefs or practices may seek redress through the student appeal process, (see EFSC Student Handbook for specific details).

Section 3.0 GENERAL EMS PROGRAM

3.1 Emergency Medical Service Department:

The mission of EFSC's Emergency Medical Service Department is to provide a real-world EMS education based on National and Local standards of care taught by experienced professional EMS educators. The course is presented by faculty and supported by staff whose sole intent is to ensure that the student receives an unprecedented EMS education and a desire to seek further EMS and Collegiate education to secure and ensure a fruitful career in EMS.

3.2 Roles and Responsibilities:

EMS Program Director:

- Provide general oversight of the EMS educational programs
- Ensure compliance with Florida Statute and Florida Administrative Code
- Ensure the EMS Program meets CAAHEP accreditation requirements
- Provide oversight of the educational syllabi
- Provide final input of any EMS Budget requests
- Work with the Program Manager regarding the day-to-day operations of the program and long-term planning
- Supervises faculty, staff and adjuncts assigned to the EMS Department
- Schedules and provides Intake and Orientation sessions for the EMS Programs
- Performs continuous quality review and takes appropriate improvement actions
- See the Job Description for a complete listing of responsibilities
- Collaborates with EMS Program Medical Director pertaining to EMS program coursework content

EMS Program Manager:

- Provide day-to-day administrative leadership and duties within the program under the direction of the EMS Program Director and Dean of Public Safety.
- Provides input to the EMS Program Director and Dean of Public Safety
- See the Job Checklist for a complete listing of responsibilities

Lead Instructors:

- Lead instructors will provide a positive didactic, psychomotor and affective domain learning environment designed to produce entry level EMS providers at the EMT and Paramedic level.
- Create syllabi compliant to EFSC and Florida Department of Education which addresses all the relevant teaching objectives for the EMS Programs.
- Lead instructors will provide sufficient time to be available to individual students as reasonably necessary.
- Lead instructors will be responsible for the quality of the education during all phases of the student EMS experience at EFSC.
- Lead instructors will provide students with a high quality, unbiased and timely evaluation and grading system that is fair and equitable to all students.
- Lead instructors shall remain certified and current in their applicable disciplines per any requirements of the State of Florida and/or EFSC.

3.2 Roles and Responsibilities (cont'd):

Clinical Coordinator:

- Works directly with Program Director as it pertains to student clinical oversight
- Is the point of contact between EFSC EMS program and clinical facilities
- Shall create clinical rotations within the Program's tracking scheduling system
- Is responsible in creating and improving clinical opportunities
- Will be a point of contact for students in the absence of a Lead Instructor during clinical rotations

Adjuncts Instructors:

- Shall provide skill instruction at the direction of the Lead Instructors during the lab sessions.
- May act as preceptors during hospital clinical rotations.
- Adjunct instructors shall remain certified and current in their applicable disciplines per any requirements of the State of Florida and/or EFSC.

3.3 Health and Injury:

All EMS Students are expected to be in good health and be able to function in adverse environments. Examples of such are: noisy, smoky, low visibility, cold, wet, rainy, dry, hot, humid, limited ingress/egress, elevated, and/or below grade. As a result, injuries may occur. Students, therefore, must pass a physical performed by a licensed physician, nurse practitioner or physicians' assistant. Once the student is cleared to be healthy enough to perform as an EMS Students the student may be accepted into the program. If at any time the student's health is negatively impacted (i.e. illness, surgery, injury etc.) the student must contact the Lead Instructor, or in their absence the EMS Program Director or Program Manager as soon as reasonably possible. The student is responsible to not perform any EMS Program class work (didactic, clinical and/or lab) until the student has spoken with the Lead Instructor or EMS Program Director. Students are assessed an Accident/Liability fee at the beginning of the program for any injuries sustained during their education periods here at EFSC. In the event of a serious injury or sudden onset of illness:

- The Lead Instructor should be notified immediately, 911 will be called and first aid administered at the direction of the Lead Instructor and to the level that he/she feels comfortable.
- In the exceptionally unusual incident where the instructor is absent/unavailable, but the event is occurring in a classroom during class time, 911 should be called immediately, and aid given to the highest certified level present.
- If the injury/illness is sustained on campus, but is outside of the "classroom" (i.e. parking lot, restroom, outside hallway etc.) advise the nearest College Staff, Faculty member or student to contact Campus Security, you should remain with the injured/ill person.

All injuries must be reported on an Accident/Incident form, filled out by the campus security and/or the Lead Instructor and turned into the EMS Program Director. This must be accomplished by the close of business of the next regularly scheduled college business day. Notification to the EMS Program Director shall occur as soon as the emergency has been stabilized, but normally would occur within 8 to 12 hours of the event's occurrence.

The Sponsor/Employer of those individuals who are defined as "Sponsored" by an outside agency shall have their sponsor/employer notified by the EMS Program Director or his/her designee. However, it is the responsibility of the student to notify and comply with all requirements of their sponsoring agency/employer.

3.3 Health and Injury, (cont'd):

For those individuals who are transported to an Emergency Department, or otherwise receive medical treatment for their injury/illness, the individual shall not be allowed back into the program without a medical return to work/class release signed by a physician. Additionally, the student will sign/authorize such release of medical information necessary to verify the return to work/class. In the event that the release is found to be fraudulent, the student shall be immediately suspended from the program and may be withdrawn entirely for dishonesty.

3.4 Graduation:

Course Completion is defined as: Successful completion of all phases (didactic, clinical and field experience (capstone field internship for paramedic students). Students who have met all academic requirements as well as satisfaction of any payment due to the college including any completion of the Application for Graduation process will be provided with a certificate of completion within fourteen (14) days of their completion date.

EMT- BASIC GRADUATION REQUIREMENTS:

The EMT student must complete the following to be considered for graduation. These requirements must be completed prior to taking the Comprehensive Final Examination (written and practical). A certificate of completion will be awarded at the successful completion of the graduation requirements.

HOURS:

Didactic:	108 hours
Lab/Skills:	96 hours
Field/Clinical:	96 hours
Total:	300 hours

PARAMEDIC GRADUATION REQUIREMENTS:

The Paramedic student must complete the following to be considered for graduation. These requirements must be completed prior to taking the Comprehensive Final Examination (written and practical) during each Term. A certificate of completion will be awarded at the successful completion of the graduation requirements for P-3.

ACCUMULATIVE HOURS:

Didactic:	416 hours
Lab/Skills:	320 hours
Field/Clinical (minimum hours):	622 hours
Total:	1,358 minimum hours

- Barring approval from the EMS Program Director, all graduating students are required to participate in the class graduation ceremony.

3.4 Graduation, (cont'd):

- All graduating students shall complete an EFSC Intent to Graduate Application and pay the associated fee thirty (30) days prior to the end of their respective graduating term.
- For those students who have not successfully met all program requirements, and in the sole discretion of their Lead Instructor and EMS Program Director may be allowed to walk during the official graduation ceremony, however, no certification will be granted during this ceremony. All program requirements must be met within one (1) week of the end of term in order to be allowed to participate as noted above. The applicable certification and letter to the state will occur after all program requirements are met and the EMS Program Director is notified by the Lead Instructor.
- No student shall be allowed to graduate without the certification/approval for graduation from the Medical Director and Program Director. In addition, the EFSC EMS Department will issue an authorized certificate of completion letter to the Florida Department of Health, Bureau of EMS. This letter contains all of the necessary criteria to allow the State to authenticate the document, course work, student name and is signed by the College's EMS Program Director
- The EMS Department, on behalf of the College, will also issue a certificate of graduation in recognition of the student's achievement. This College issued certificate of graduation is not acceptable to send to the Florida Department of Health, Bureau of EMS with any application to sit for the State Examinations.

3.5 Investigations:

- The EMS Department will investigate all complaints that are filed in writing and signed by the complainant. A Complainant may speak verbally of the issue initially, however for the investigation to go further it must be reduced to writing. All complaints should be initially filed with the Lead Instructor, however, if the complaint is involving the Lead Instructor the student may go directly to the EMS Program Director.
- If a complaint is anonymous, a thorough investigation may not be possible. In such cases, the Lead Instructor and the EMS Program Director or EMS Program Manager will review the anonymous complaint and decide if there is sufficient detail(s) to permit an investigation. The EMS Program Director will then decide if the investigation will be conducted by the Lead Instructor, EMS Program Manager or EMS Director. All parties involved in the investigation will be notified, if appropriate and provided an opportunity to address any complaints and/or issues.
- The findings and conclusion of the investigation will be documented in writing and distributed as appropriate.

3.6 Disciplinary System:

OBJECTIVE

To provide an effective oversight tool put in place to identify and address inappropriate student behavior which does not abide by the EFSC Student Code of Conduct and/or does not meet programmatic expectations as stated below.

OVERVIEW

Disciplinary action should be taken when just cause exists. Generally, a student misconduct should be

3.6 Disciplinary System, (cont'd):

dealt with using a progression of disciplinary actions. However, in recognition of the fact that each instance differs in many respects from somewhat similar situations, each occurrence should be treated on an individual basis without creating a precedent for other cases which may arise in the future. The range of discipline may increase or decrease depending on the incident and may result in additional written assignments. Only the Program Director or the Dean of the Public Safety Institute may override disciplinary action taken by faculty members.

PROGRESSIVE DISCIPLINE

The progression of disciplinary actions, from least to most severe is as follows:

1. Verbal Counseling
2. Written Reprimand
3. Dismissal from the program

Range of Penalties for Minor Offenses

Verbal counseling to written reprimand

Minor Offenses

- Dismissal without Instructor authorization
- Disruptive behavior
- Sleeping in class
- Failure to adhere to grooming regulations
- Failure or lateness in turning in assigned work
- Failure to notify Instructor of absence/tardiness, even if personal emergency or illness exists
- Failure to notify Program Director or lead instructor of changes in file information such as address, phone numbers, e-mail
- Failure to pay EFSC parking fines
- Failure to report back to class on time after break or lunch/dinner
- Failure to write/submit a report when required
- Unauthorized absence
- Unauthorized use of classroom computer systems, printers, copy machine, phones or any other EMS equipment
- Unprepared for class or a class activity
- Using a computer or recording device in a classroom, without permission of the instructor
- Loss of ID, Badges

3.6 Disciplinary System, (cont'd):

Range of Penalties for Major Offenses

Written reprimand to dismissal

Major Offenses

- Cheating
- Consuming alcoholic beverages in EMS uniform
- Any conduct deemed unprofessional or inappropriate by the lead instructor and/or EMS Program Manager, Program Director, members of the public and EFSC staff
- Deliberately refusing, or failing to follow a direction or an order from an EMS staff member and/or Instructor
- Entering a bar/lounge while in EMS uniform
- Failure to notify Program Director and Lead Instructor if served with an injunction, court summons, notice to appear, arrested, placed under investigation of any kind, revocation/suspension of driver's license or vehicle registration, or contact with any law enforcement officer
- Non-participation in remediation

Dismissal Offenses

- Dishonesty in any form
- Criminal action
- Altercation between individuals involving physical contact
- Failure to show courtesy and respect to others (e.g. being argumentative, disrespecting any person, place or agency)
- Dispensing any medications to other Students without authorization from the Instructor
- Fraudulent or purposeful inaccurate clinical documentation
- Problems/Discrepancies/Omissions in Background Investigation
- Stealing
- Graffiti on EFSC property or documents
- Playing of games and gambling during training hours
- Any action that could endanger yourself or others
- Consuming alcohol in an EFSC EMS uniform

Students employed and sponsored by an agency will have their respective employer notified of any disciplinary action. This notification may result in further disciplinary action being taken by their employer up to and including termination as permissible based on the policies and procedures of their employing agency.

3.7 Firearms/Weapons/Fireworks and Explosives:

While on college grounds or facilities or at college-sponsored activities and events, students, staff, faculty, administration, employees, and invitees, hereinafter referred to as "person", are prohibited from introducing, exhibiting, possessing, using, storing, buying or selling weapons, firearms, destructive devices, or explosives. [\$790.001; §790.115, Fla. Stat. (2013)]

Exceptions: The following circumstances shall not be a violation of this policy/procedure:

3.7 Firearms/Weapons/Fireworks and Explosives, (cont'd):

- It is lawful and is not a violation of Florida Statute or Eastern Florida State College policy/procedure 112 for a person 18 years of age or older to possess a concealed firearm or other weapon for self-defense or other lawful purpose within the interior of a private vehicle (conveyance), without a license, if the firearm or other weapon is securely encased or is otherwise not readily accessible for immediate use. Nothing in this policy prohibits the carrying of a legal firearm other than a handgun anywhere in a private conveyance when such firearm is being carried for a lawful use. [§790.01; §790.25; §790.251, Fla. Stat. (2013)]
- A firearm in the possession of a law enforcement officer who is authorized to possess the firearm, whether on or off duty, by the employing law enforcement agency.
- Any other possession of a firearm specifically authorized pursuant to the provisions of Fla. Stat. §790.115, (2013).

3.8 Respectful Language and Demeanor:

- Students shall be courteous to all persons while attending the College and any College functions. This includes fellow students, College staff, College Faculty, Guest Lectures, and/or Visitors. At all times individuals should be addressed as Mam or Sir, or with Ms. or Mr. and the person's last name.
- Students shall not conduct themselves in any manner that would negatively impact themselves and/or the College. The use of course, obscene, profane, violent language and/or actions by a student to any other person shall not be tolerated and may in the sole discretion of college personnel result in discipline including but not limited to disciplinary action, probation and/or withdrawal from the EMS Program.
- Gossip and rumors will not be tolerated during the EMS Program and may result in discipline.
- Any action by a student which results in jeopardizing the EMS program or brings negative connotation to the College and/or EMS Program may, in sole discretion of the College face disciplinary action up to and including being withdrawn from the program.

3.9 Honesty:

- In the EMS field as in most Public Safety, Emergency Services and Healthcare field, honesty is one of the most necessary personal characteristics, and one of the ones most noted in many employers' list of desired traits and company values. Therefore, this is an area of zero tolerance for violations. While the EFSC Student Handbook addressed "Academic Dishonesty", which the EMS Department also supports and reiterates within this handbook, overall honesty covers everything.
- If a student is found to be dishonest, or in any way brings an air of dishonesty to themselves or the program, they shall be suspended the program and recommended for immediate withdrawal.

3.10 Interagency Politics:

At no time shall a student of EMS find themselves participating in interagency politics. Discussion regarding interagency issues shall not be conducted in the educational/academia arena.

3.11 Tobacco Use:

The use of tobacco products are strictly prohibited during any EFSC EMS educational opportunity except as permitted by College policy and procedure, or by the affiliate clinical site. At no time shall a tobacco product (this includes any smokeless tobacco, electronic and/or vapor tobacco and smoking substitutes), be utilized in the classroom and/or lab session.

3.12 Alcohol:

- EFSC is an alcohol-free campus. Alcohol may not be consumed and/or on college property, to include personal vehicles.
- Consuming alcohol in an EFSC EMS uniform is strictly prohibited.
- Consumption of alcohol is prohibited on campus. Further, students are prohibited from consuming alcohol a minimum of eight (8) hours prior to any EMS educational function. Additionally, alcohol may not be consumed during any breaks.

3.13 Following Directives/Orders:

- For simplicity, the term “Instructor” covers all College personnel authorized to give students directives.
- All directives (orders and commands) will be executed immediately. If a student disagrees with any directive but does not fear for their safety (possibility of the loss of life or limb) in following the order, the student shall first follow the order then may file a complaint with the Lead Instructor, EMS Program Manager or EMS Program Director
- If a student receives an order from one instructor, and then receives a conflicting order from another instructor, the student shall notify the second instructor of the prior order and from whom the order was given. The second instructor will then redirect the student appropriately and the student will comply with the redirected order from the second instructor.
- Barring a safety or medical issue an order given by a Lead Instructor shall be followed, regardless of whether it was a first or second order, however, the student is still required to inform the second instructor of the previous order even if the second instructor is a Lead Instructor.

3.14 Contact Information:

- The EMS Administrative Office shall be notified immediately upon any change in name (i.e. marriage), address, email address, or phone number. Such informational change must be in writing and the student must receive some notice of receipt to ensure that EMS Administration has received the information change request.
- Failure to inform the EMS Administrative Office may result in disciplinary action as well as administrative sanctions i.e. being dropped from a course.

3.15 Legal Conflict:

A student involved in any incident involving law enforcement on or off campus which results in their arrest shall notify their Lead Instructor and the EMS Program Director in writing within 24 hours of being allowed to make contact. This notification can be made via a third party; however, the student remains responsible for the authenticity and accuracy of the information given to the EMS Department. EFSC and the EMS Department cannot be held responsible for any action taken that is the result of false and/or inaccurate information provided by the written notification of an arrest, regardless of who

3.15 Legal Conflict: (cont'd)

authored the notification. It is understood by the student that depending on the severity of the charge which resulted in the arrest they may be removed from the EFSC EMS Program.

3.16 Advising Hours:

- The EFSC EMS Department Office is staffed by a full-time Administrative Assistant. The Office is open generally from 0730 hours to 1700 hours (7:30 am to 5:00 pm) Monday through Thursday, excluding advertised and scheduled college holidays.
- Meetings with the EMS Program Director can be scheduled through the Administrative Assistant.
- Faculty Office hours are posted on each full-time faculty member's office door. However, all meetings with Faculty should be scheduled in advanced to ensure a non-interrupted quality meeting session.

3.17 Student's Use of Department Phones, Printers and Copy Machine:

- Students generally may not utilize the Department telephones, copy machine or printers. Copy machines designated for students can be accessed in the college library. Printing service is also available in the library.

3.18 Telephone Use:

- Cell phones and other electronic devices must remain turned off while participating in the EMS program during any class session including clinicals.
- Students who will have a general required use of a cell phone for emergency purposes as a requirement of their employer, shall submit a report to the to their lead instructor explaining the emergency circumstance that requires cell phone contact.
- Temporary approval may be given on a case by case basis by the Lead Instructor. If approved, the cell phone will be kept on vibrate while in class.
- Students will not be called from class or a scheduled clinical for calls except for emergencies. Should a family member need to contact a student during class, they may call the Program Director's office or EMS Administration to relay the emergency message.

3.19 Removal from a Course:

- Removal from a program may be the result of academic failure, illness, injury, behavioral issues.
- No student may continue to attend any class once they are withdrawn for any reason.

3.20 Multiple Course Attempts:

- Students may make multiple attempts to successfully graduate from any EMS program course. Second and tertiary attempts must be approved by the EMS Program Director. Secondary attempts may require a specific Academic Success plan with pre-requisites in order for the student to be re-registered into an EMS Program course. Tertiary attempts shall require a specific Academic Success plan with pre-requisites in order for the student to be re-registered into an EMS Program course.
- No Students may make more than three (3) attempts at any EMS Program course.

3.21 Social Media:

Taking photographs at any EMS scene or in a hospital setting is strictly prohibited. This includes pictures of patients, EMS personnel, emergency vehicles, and/or private vehicles. Posting information on social media sites regarding any EMS calls or events is also prohibited.

3.22 Uniforms, IDs and General Equipment:

The student will be required to purchase and wear an EFSC EMS uniform during all EMS program functions and classes. This uniform will consist of:

- Two (2) grey or dark blue short or long sleeve shirts with Long or short sleeve shirts are optional
- Both shirts must be wrinkle free and presentable at the beginning of each course workday, and remain tucked in and presentable throughout the course workday.
- Two (2) pairs of navy-blue uniform pants sold through the EFSC approved uniform vendor.
- One (1) black basket weave leather Velcro belt sold through the EFSC approved uniform vendor.
- One (1) pair of black 8" safety sole smoothed toe boots. Boots may have a side zipper but must be sipped up in the "closed" position at all times. Socks must be black or navy blue.
- Additional EFSC uniform attire as well as full uniforms may be purchased through the EFSC approved uniform vendor. Additional items are a ball cap, and raincoat. Both items may only be worn outside, or in a cooler environment and with the permission of the instructor.
- Eastern Florida State College's picture ID must be worn at all times on or off campus when a student is participating in any EFSC EMS Program event and/or course work.
- Student shall have a spare uniform with them during all clinical rotations.
- Violation of the above uniform requirements may subject the student to be removed from a class, lab and/or clinical setting resulting in their removal from the EMS Program.
- Current CPR card, driver's license, EMT certification (if applicable), student ID, affiliate's ID must be carried at all times during all forms, events involving the EFSC EMS program. Failure to have the proper ID/certification during such an event may result in disciplinary action and or removal from the specific event.
- Black pen, small notepad, evaluation sheets (lab and clinical) stethoscope, PPEs trauma scissors, etc. are components of equipment that may be required to have on the student's person specific to an EFSC
- EMS program event and/or class. Failure to have the proper materials/equipment during such an event may result in disciplinary actions and or removal from the specific event.
- Loss of the College and/or Affiliate badges may result in disciplinary action and a charge of \$10.00 per badge and occurrence.

3.23 Jewelry:

- The only approved jewelry is a watch with a sweep hand or an easy to use digital watch, and wedding/engagement rings on the left hand, and one other ring on the right hand, stud earrings.
- Students may be required to remove all metal from their person during some specific clinical sessions.
- No other bracelet, necklace, stud, ring, band and/or bangle may be worn and/or visible during any EFSC EMS Program event and/or course work.
- Violation of the above requirement may subject the student to be removed from a class, lab and/or clinical setting resulting in their removal from the EMS Program.

3.24 Grooming:

- Hair will be clean, neat and if below the uniform shirt collar line, must be pinned or tied above the collar line. Ponytails (or anything resembling a ponytail) is not allowed. Hair color must be of a human genetically naturally occurring color. No extreme hair color dyes, streaks, multi-tones etc. are permitted. The decision of hair color is inappropriate lies in the sole discretion of the College.
- Fingernails shall be natural, clean, short and light colored nail polish.
- No strongly scented cologne, perfume and/or deodorant shall be allowed.
- Sideburns shall not extend below the bottom of the ear.
- Mustaches shall not be wider than ¼ of an inch past the corners of the mouth, nor extend below the corner of the mouth.
- No goatees, soul patches and/or beards of any kind are allowed. Students shall be clean shaved allowing for the mustache exception above.

3.25 Appeals:

Appeals may be either academic or programmatic in nature. Occasionally, an issue may cross between both areas. As a result, when possible, a joint response from the EMS Department should be published for any formal Appeals. If an individual is unavailable due to illness or leave, the student may take any appeal to the next step.

Academic Appeals:

- 1) The student should meet informally with the Lead Instructor and attempt a resolution.
- 2) If the matter is not resolved between the lead instructor and the student, the student would then meet with the EMS Program Manager and complete a formal appeals form (blue form).

3.25 Appeals (cont'd):

- 3) The EMS Program Manager will log the appeal and present it to the Lead Instructor for a response. If possible, a joint written response will be provided back to the student.
- 4) If the Student is unsatisfied with the Step 3 response, the student may present the appeal to the Department Program Director; the Department Program Director will provide a written response to the formal appeal to the student.
- 5) If the Student is unsatisfied with the Step 4 response from the Department Program Director, the Student may elect to file the appeal with the Dean of the Public Safety Institute.

- 6) The Dean of the PSI will when possible meet with the Student. The Dean will then file a written response to the student.
- 7) If the Student is unsatisfied by the Step 6 response, the student may present the appeal to the Vice President of External Affairs. The Vice President's response will be the final decision.

Programmatic Appeals:

- 1) The student should meet informally with the Lead Instructor and attempt a resolution.
- 2) The student shall meet with the EMS Program Director and complete a formal appeals form (blue form).
- 3) The EMS Program Director will log the appeal and meet with the student. If possible and in an air of shared governance, the EMS Program Director will meet with the Lead Instructor and the Department Program Manager. The EMS Program Director will then publish a written formal response to the appeal.
- 4) If the Student is unsatisfied with the Step 3 response from the EMS Program Director, the Student may elect to file the appeal with the Dean of the Public Safety Institute.
- 5) The Dean of the PSI will when possible, meet with the Student. The Dean will then file a written response to the student.
- 6) If the Student is unsatisfied by the Step 5 response, the student may present the appeal to the Vice President of External Affairs. The Vice President's response will be the final decision.

3.26 Student Minimum Competency Objectives:

**Student Minimum Competency
Effective 2/24/2026**

Educational Activities	CoAEMSP Totals	EFSC Totals
Peds	15	15
Adults	30	30
Geriatric	9	9
Trauma	9	9
Psych/Behavioral	6	6
OB w/Normal new born care or Complication	2	2
Distressed Neonate (Birth to 30 days)	2	2
Cardiac Pathology or Complaint	6	6
Cardiac Arrest	1	1
Cardiac Dysrhythmia	6	6
Medical Neurological Pathology or Complaint	4	4
Respiratory Pathology or Complaint	4	4
Other Medical Conditions or Complaints	6	6
IV Successful Attempts	25	30
IV Bolus Medication Successful Attempts	10	10
Perform OTI Successful Attempts	10	10
Administer IV Infusion Medication	2	2
Administer IM Injection	2	2
Establish IO	2	2
Perform PPV with BVM	10	10
Perform Endotracheal Suctioning	2	2
Perform FBAO Removal Using Magill Forceps	2	2
Perform Cricothyrotomy	10	10
Insert Supraglottic Airway	2	2
Perform Needle Decompression Of The Chest	2	2
Perform Synchronized Cardioversion	2	2
Perform Defibrillation	2	2
Perform Transcutaneous Pacing	2	2
Perform Chest Compressions	2	2
Field Experience		
Field Competent Assessment and Management of Prehospital Patients with Assistance While Team Leader or Team Member	30	30
Capstone Internship Team Leads		
Successfully Manages the Scene, performs Patient Assessment (s), Directs Medical Care and Transport as TEAM Leader with Minimal to NO assistance	20	25
Total	415	507

Tuesday, February 24, 2026

The following Student Minimum Competencies have been revised per discussion with CoAEMSP

and Dr. Larissa Dudley. Effective 2/24/2026

To review the graduation goal requirements, please see the Report section of FSDAP.

Section 4.0 ACADEMICS:

4.1 HIPPA (Patient Confidentiality):

- HIPAA protects patient's rights and privacy. Barring intervention from a court of law, a patient has the absolute right to privacy of their medical and patient information. This includes all information relevant to the patient, even such information that might otherwise be in the Public Domain, (i.e. a telephone number or address) that may be found on any patient charting document and/or device. Additionally, anything the patient tells you about themselves and/or their condition is also protected. The basic premise is, if a student is functioning on a clinical any information, no matter how slight reference a patient is protected by HIPPA and disclosing such information is a violation of HIPPA.
- Any student who violates HIPPA will be immediately suspended from the EMS Program, with a recommendation for withdrawal.
- The EFSC-EMS HIPPA regulation is part of the packet the student completed during Orientation.

4.2 Class Decorum:

- Students will be alert in the classroom to the instruction being presented and will make adequate notes in printed form.
- Dozing off or sleeping in class or in break areas will not be tolerated. Students are to remain alert and awake at all times.
- Cell phones, cameras, video and tape recorders are prohibited and not allowed during classroom training accept with the permission of the Lead Instructor or their designee.
- No eating or drinking without the permission of the Lead Instructor.
- No tobacco products in the classroom.
- No sunglasses will be worn in any building.
- No hats to be worn in any building
- No talking during classroom instruction unless called upon by the instructor or when it is necessary or appropriate for instructional purposes.
- Class breaks are at the discretion of the Lead Instructor.
- Students must maintain order and keep noise levels to a minimum to reduce disruption.
- When any person approaches a group of students, the students will stand aside to clear a path for the approaching person and greet that person.
- All staff, instructors, and students will be addressed with appropriate titles (i.e. Mr., Mrs. Ms., Miss, Sir, Ma'am, or appropriate rank).
- Students will tidy all classrooms, break rooms, or break areas, and lobby areas prior to dismissal each day (no wrappers, food, drinks containers, paper, paperclips, rubber bands, etc. will be left on tables or on floors.)
- Chairs must be pushed in against the tables at the completion of a training session and at the end of each training day.

4.3 FERPA:

- While students do generally enjoy the protection and privacy of FERPA, there are exceptions. It is understood by all students that are considered "sponsored" by an employing agency, (i.e. the tuition and/or time off to take the course is paid by a fire department, healthcare facility, ambulance service etc.) that their academic status and progress will be shared with their
-

4.3 FERPA (cont'd):

- sponsoring agency. This may include any or all portions of the student’s didactic, clinical, lab and general behavioral academic status record.
- All students may have their otherwise protected FERPA information shared with any educational institute, healthcare facilities, and/or public safety institutes that have a legitimate educational interest as defined or directed by the EFSC’s Registrar’s Office.
- All students shall complete a FERPA release form at the time of Orientation.

4.4 Discontinued Education Due to Illness or Injury:

- If a student becomes seriously ill or injured during the EMS program outside of the classroom and/or clinical setting, they shall notify the EMS Program Director as soon as possible. The EMS Program Director will then notify the appropriate Lead Instructors.
- The student may have to be withdrawn from the specific EMS courses until such time that the student can be medically cleared to continue classes. As permissible under College policy the EMS Department may work with the student to make accommodations to possibly re-admit during an immediately available term of EMS course once the medical clearance is verified.
- If the student fails to notify the EMS Program Director, all of the student’s absences and missed work shall be recorded as unexcused and failures. This may result in the Lead Instructor’s suspending and/or withdrawing the student and thus limiting the ability of the EMS Department to accommodate the student.

4.5 EMS Courses:

EMT Program

The Emergency Medical Technician (EMT) program at EFSC is a total of 300 hours in length. The EMT program is actually three (3) classes (as noted below) and must be completed in their entirety for a student to be successful, receive a certificate and be allowed to sit for the state examination.

MAJOR COURSES		Credits Needed: 12
The three courses listed below are all co-requisites		
EMS 1119	EMT	7
EMS 1431	EMT Clinical Experience	2
EMSL1119	EMT Laboratory	3
		Total Credit Hours: 12

EMT Program Admission’s Process

- Go to: www.easternflorida.edu/academics/public-safety-institute/programs/emergency-medical-services/
 - **Follow steps 1-6 of the application process on the website.**
- **If an applicant is accepted into the EMT program, they:**
- Must be at least 18 years of age.

4.5 EMS Courses (cont'd):

- Must show proof of flu shot or exemption for Spring and Fall terms
- Must pass a background and drug test
- Must complete the EFSC physical form
- **Must show proof, exemption, or declination of the following vaccinations:**
 - Tuberculosis test (Completed within one year or less from graduation)
 - Tetanus (within 10 years prior to graduation)
 - MMR
 - Hepatitis B vaccine
- An applicant for certification or re-certification as an EMT or Paramedic who has been convicted of or plead no contest, regardless of adjudication, to a felony and has complied with the requirements of Chapter 940 FS., and provides documentation of restoration of Civil Rights shall become certified provided that the requirements of Section 401.27 and Rule 64J-1.008, F.A.C., for EMT or Rule 64J-1.009, F.A.C., for Paramedic have been met and no other basis for denial exist. ***Regardless of the action which resulted in a conviction (Misdemeanor, Felony, etc.) the Program Director based on the said action will determine if a student is accepted into the EMS program.***

EMT-BASIC PROGRAM CURRICULUM

In the 300 hours of the classroom/lab/clinical externship portion of the program, the EMT student will utilize the current course textbook as well as the workbook to learn and demonstrate skills in pre-hospital patient care. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course. The hours are broken down to the following courses:

Preparatory (All students are required to become certified in AHA CPR prior to being assigned to clinical rotations)

Topics include: Introduction to emergency medical care, medical and legal issues, anatomy and physiology, introduction to taking vital signs and patient history, and Acquired Immune Deficiencies Syndrome (HIV/AIDS 104). The student will learn medical and legal issues surrounding the emergency medical service field; how to take a patient's vital signs and obtain a relevant history concerning the present and any recent illnesses or recent injuries. This is presented through lecture and practical skills sessions. A four (4) hour HIV/AIDS program is presented to the student to familiarize the student with infection control issues and practices.

Airway

Topics include: Proper use of oxygen therapy and ventilation adjunct methods of obtaining and keeping a patent airway, along with respiratory illnesses and treatment in the EMT's scope of practice. Practice skills are utilized in this portion of the program to teach proper use of oxygen therapy and ventilation adjuncts. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

4.5 EMS Courses (cont'd):

Patient Assessment

Topics include: Scene size-up, initial assessment, focused physical exam on the trauma and medical patient; assessment of the pediatric, adolescent, and geriatric patient. Learning to give a complete size-up of the conditions during an emergency are vital to emergency medical service personnel, along with initial assessment of the patient. Instruction in how to complete a physical examination of all patients and management of these conditions is presented, and practical skills are taught. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Medical Emergencies

Topics include: General pharmacology, respiratory emergencies, cardiovascular emergencies, diabetes, and altered mental status. In addition, allergies reactions, poisoning, overdoses, environmental, behavioral, obstetrical, and gynecological medical emergencies are also covered. In the EMT's scope of practice, certain medications are allowed to be administered under these conditions. The student will learn when the EMT can assist with the administration of certain medications. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Trauma

Topics include: Bleeding and shock, soft tissue injuries, musculoskeletal care, and injuries to the head and spine. Proper control of bleeding or injuries to the spine is essential in patient care. Through lecture and practical skills, the student will learn to manage the patient and prevent further injury. Proper assessment skills and treatment of the trauma patient, including head, chest, abdominal, and orthopedic injuries are learned through lecture and practical hands-on skills. This section also ***includes (2) hours of Trauma Score Methodology and Florida Bureau of EMS Burn training.*** Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Pediatric Emergencies

Topics include: Care of infants and children requiring medical treatment. This treatment must be done with special care. During this portion of the program, the student is instructed in how to deal with pediatric patients. Skill sessions reinforce the importance of these special patients. Also, the student is required to attend a ***2- hour of Sudden Unexpected Infant Death Syndrome (SUIDS) presentation and a 2-hour pediatric trauma update.*** Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Ambulance Operations

Topics include: Gaining access and special operations, including properly lifting and controlling of an ambulance stretcher. This skill is not only important to the patient, but to the EMT as well. There are times when the EMT will need to gain access to a patient, such as: in an overturned/damaged vehicle, or a hazardous type of material due to spillage, often with multiple

4.5 EMS Courses (cont'd):

victims involved. These skills and coordinating efforts with other responding emergency personnel are presented through lecture and hands-on practical skills. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Field Internship

All students are required to complete ambulance clinicals, including five patients transport. EMT students will complete their ambulance ride time with an approved ambulance service.

Clinical Internship

All students are required to complete hospital clinicals. EMT students will complete their externship at a local emergency room with a qualified preceptor. In addition, the students will be required to complete a two (2) hour rotation in the emergency dispatch center and (2) hours in the Office of the Medical Examiner.

All students will be required to successfully complete each written examination with a minimum score of 75%. Any grade below 75% will require a remediation plan to be developed and the student will need to complete the prescribed plan prior to retest. The student must retest on that content and achieve a score of 75% or higher on the retest. If the student fails to achieve a retest score of 75% or higher, the student will then be withdrawn from the course and all other courses within the specific EMS Program, (i.e. if a student fails EMS 1119 as a result of a written examination, they must also be withdrawn from EMS 1431, EMSL 1119). PM minimum test grade for unit tests are set at 75%, all other remediation requirements noted above are applicable to PM course work as well

Paramedic Program

The Paramedic program at EFSC is a minimum of 1,358 hours in length. The entire program consists of nine (9) classes (as noted below) and must be completed in their entirety for a student to be successful, receive a certificate and be allowed to sit for the state examination.

This does not include the Advanced Cardiac Life Support (ACLS), Pediatric Advance Life Support (PALS), Pre-Hospital Trauma Life Support (PHTLS) or any other required certification course that may be required separately.

MAJOR COURSES		Credits Needed: 42
EMS 2603	Paramedic 1	9
EMS 2604	Paramedic 2	9
EMS 2605	Paramedic 3	8
EMS 2664	Paramedic 1 Clinical	1
EMS 2665	Paramedic 2 Clinical	2
EMS 2659	Paramedic Internship	3

EMLS 2603	Paramedic 1 Laboratory	4
EMSL 2604	Paramedic 2 Laboratory	3
EMSL 2605	Paramedic 2 Laboratory	3
Total Credit Hours:		42

4.5 EMS Courses (cont'd):

Paramedic Program Admission's Process

- Go to: www.easternflorida.edu/academics/public-safety-institute/programs/emergency-medical-services/
 - **Follow steps 1-6 of the application process on the website.**
- **If an applicant is accepted into the Paramedic program, they:**
- Must be at least 18 years of age
- Must provide a copy of their CPR certification
- Must show proof of flu shot or exemption
- Must pass a background and drug test
- Must complete the EFSC physical form
- **Must show proof, exemption, or declination of the following vaccinations:**
 - Tuberculosis test (Completed within one year or less from graduation)
 - Tetanus (within 10 years prior to graduation)
 - MMR
 - Hepatitis B vaccine
- An applicant for certification or re-certification as an EMT or Paramedic who has been convicted of or plead no contest, regardless of adjudication, to a felony and has complied with the requirements of Chapter 940 FS., and provides documentation of restoration of Civil Rights shall become certified provided that the requirements of Section 401.27 and Rule 64J-1.008, F.A.C., for EMT or Rule 64J-1.009, F.A.C., for Paramedic have been met and no other basis for denial exist.

Students must obtain a State of Florida EMT certification prior to completion of "Phase One" of the Paramedic Program (F.S. 401.2701). Student may not be permitted to sit for midterm exam unless this is submitted. Phase one is defined as Term I of the EFSC paramedic program.

The curriculum for the EMT and Paramedic programs has been set by the National Standard Curriculum as issued by the National Highway Traffic Safety Administration and adopted by reference in Florida Statute 401.2701.

Introduction

The student will be introduced to the program, the EMS system, medical terminology, medical legal and abbreviations used in the pre-hospital setting. This course will also include **four (4) hours HIV/AIDS**

update. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Patient Assessment

This course will prepare the student in understanding Therapeutic Communications, History Taking, Techniques of Physical Examination, Patient Assessment, Clinical Decision Making, Assessment-Based Management, Human Life Span and Development and Communication. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

4.5 EMS Courses (cont'd):

Anatomy and Physiology/ Fluids and Shock 30hrs

This course will prepare the student to understand the structure and function of the body. In addition, the different types, the effects of shock, and the management of shock patients will also be discussed in detail. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course. Florida Bureau of EMS Burn education will be conducted during this session.

Pharmacology

This course will prepare the student with the proper use, administration, and calculations of prehospital medications, along with contraindications for use of medications. Learning is accomplished through lecture and practical skill stations. The student will properly learn to use injection needles and intravenous catheters. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Respiratory & Airway

This course will introduce the student to the respiratory system and how to manage respiratory emergencies. The student will learn the human respiratory system as related to pre-hospital care, along with skills such as nasal and endotracheal intubations and proper administration. The material is taught through the use of lecture as well as practical skill labs. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Cardiology

This course will introduce the students to the cardiovascular system and how to manage cardiac emergencies. Students will be taught the functions of the cardiac system, recognition and management of cardiac patients, and the proper use of the defibrillator. At the conclusion of this portion of the course the student will receive instruction in Advanced Cardiopulmonary Life Support (ACLS). Upon successful completion, the student will receive provider certification in this required element of Paramedic certification. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Trauma

This course will introduce the students to manage trauma victims. The student will understand and recognize signs and symptoms of the trauma patient, and administer proper and vital treatment. This is accomplished through the use of lecture and practical skills. This section also ***includes (2) hours of***

Trauma Score Methodology and Florida Bureau of EMS Burn training. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Medical Emergencies

This course will introduce the students to the management of medical emergencies that can be encountered in the pre-hospital setting. This section includes: Neurological, Endocrine, Allergic/Anaphylaxis, Gastrointestinal, Renal and Urological, hematology and Substance Abuse emergencies. This is learned through lecture and practical skills. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

4.5 EMS Courses (cont'd):

Obstetrics & Gynecology/Pediatrics

This course will introduce the students on how to recognize and manage obstetric and gynecological emergencies. This section includes: anatomy and physiology of the reproductive organs, understanding the different stages of labor, delivery complications, and critical intervention for the neonate. Recognition and treatment modalities of common clinical problems such as: Epiglottitis, Croup,

Bronchiolitis, Asthma, Meningitis, Fever, Seizures, and other pediatric medical and traumatic emergencies are also discussed in this section. Also, the student is required to attend a **2-hour of**

Sudden Unexpected Infant Death Syndrome (SUIDS) presentation and a 2-hour pediatric trauma update. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Behavioral Emergencies

This course will introduce the students to patient behavior changes that can become an emergency for the patient as well as anyone around him/her. The student will learn through lecture and lab how to recognize and manage these types of patients in the pre-hospital setting. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Emergency Scene Operations

This course will introduce the students to proper documentation completion, communications between the responding emergency medical service personnel and medical control, and proper control of a crime scene so that evidence is preserved for use by police personnel and familiarization of local EM<S protocols. Students will be responsible for participating in the didactic, laboratory, and clinical sessions of the course.

Ambulance Externship

All students are required to complete a set number of ambulance clinicals. Paramedic students will ride with an approved ambulance service.

Hospital Externship

The minimum clinical hours required are listed under the heading Graduation Requirements. Before the student can begin their clinicals, specific criteria must be completed to the satisfaction of the EMS

Program Director. All students are required to complete a minimum number of clinical hours. Eastern Florida State College, EMS Program strives to offer only the best clinical experiences; therefore, we are affiliated with some of the various agencies in Central Florida.

Enhancement Classes

The following classes are in addition to the National Standard Curriculum set by the Department of Transportation. The classes which consist of Advanced Cardiac Life Support, 12 Lead MI Recognition, Pre-hospital Trauma Life Support and Pediatric Advanced Life Support are provided to the students as an enhancement to the national Standard Curriculum at the end of the program. Upon successful

4.5 EMS Courses (cont'd):

completion of the enhancement courses, the student will receive a certification from the credentialing agency if applicable.

4.6 Passing Score:

Successful completion of the EMT and Paramedic Programs require a minimum overall score of seventy-five percent (75%) in all three courses of the specific program, (i.e. EMT: EMS 1119, EMS 1431, EMSL 1119).

The grading requirement is discussed and documented during Intake and Orientation.

4.7 Written Examination Minimum Score:

All Paramedic students will be required to successfully complete each written examination with a minimum score of 70%. Any grade below 70% will require a remediation plan to be developed and the student will need to complete the prescribed plan prior to retest. The student must retest on that content and achieve a score of 70% or higher on the retest. If the student fails to achieve a retest score of 70% or higher, the student will then be withdrawn from the course and all other courses within the specific EMS Program, *(i.e. if a student fails EMS 2604 as a result of a written examination, they must also be withdrawn from Lab and Clinical).*

All EMT students will be required to successfully complete each written examination with a minimum score of 75%. Any grade below 75% will require a remediation plan to be developed and the student will need to complete the prescribed plan prior to retest. The student must retest on that content and achieve a score of 75% or higher on the retest. If the student fails to achieve a retest score of 75% or higher, the student will then be withdrawn from the course and all other courses within the specific EMS Program, *(i.e. if a student fails EMS 1119 as a result of a written examination, they must also be withdrawn from Lab and Clinical).*

The initial first attempt grade will remain in the grade book for both Paramedic and EMT

4.8 Examinations:

- Students who have a planned preapproved absence on a general examination day will be given an opportunity to complete the written examination prior to the absence date. Such arrangements must be made with the Lead Instructor and documented in writing.
- Students who have a “Legitimate Unplanned Absence” may request in writing within seven (7) days of the absence to take the missed examination. A “Legitimate Unplanned Absence” is defined as a death in the immediate family (father, mother, sister, brother, wife, husband, son, daughter, grandparent), or an illness documented by a Physician, Nurse Practitioner or

Physician's Assistant, on the treating facility's letterhead or other approved form.

- Paramedic Students must receive a seventy percent (70%) or better on the final examination in order to successfully complete the program/semester.
- EMT Students must receive seventy-five percent (75%)
- Retests are generally not allowed, nor are absences. Lead Instructors may allow a Final Written Examination retest, provided the student is successful in their Final Practical Examination and has a didactic grade of 75% or better, prior to the Written Final Examination grade being assessed into the student's overall GPA. No Student who fails the Final Skills Examination shall be allowed a Written Final Examination retest.
- The P-3 Final Written Examination is a Pass/Fail testing tool.
- Final Skills Examinations must be attended at the time set forth by the Department.

4.8 Examinations (cont'd):

- If any skill is not passed on the second attempt, then the student shall receive a ZERO (0) for their final practical. Generally, no more than two (2) attempts at any skill set during a Final Skills Examination are allowed in any EMS program. However, in the discretion of the Lead Instructor, and after consultation with the final skills Assessors, a Lead Instructor may allow one (1) retest. The retest will be scheduled at the convenience of the EMS Department and available resources. The third practical retest attempt will occur no later than the final Friday of the term, to close out grades to meet the College's schedule. No Student who failed the Written Final Examination shall be allowed a retest Final Skills Examination.

4.9 Mandatory Lectures for All EMS Programs:

As required the following courses are mandated by Florida Statute: HIV/AIDS 4 hours, Trauma Scorecard Methodology 2 hours, Pediatric Trauma 2 hours and SIDS 2 hours. Additional courses may be mandated i.e. Provider Level CPR for EMT students, ACLS, PALS for Paramedic students. For a detailed list of mandated courses, refer to your course syllabi. Certifications from employment agencies cannot be honored. Being absent from any of these required course lectures will result in a failing grade and removal from the EMS program.

4.10 Course Syllabus:

The student will be allowed and required to download the course syllabi for the EMS Programs within the first week of class. The student will do so via the CANVAS website. The student shall sign a document citing that the student has received, read and understand each syllabi and the requirements necessary to pass their specific courses within the EMS Program (i.e. EMT or Paramedic). If any conflict is noted between the EMS Student Handbook and an Instructor's Syllabi, the Instructor's syllabi is the overriding instrument.

4.11 Failure of Specific Courses:

- As noted above a passing grade of 75% or better is required in each course to be successful, graduate and be eligible to sit for the relevant state examination.
- For EMT, if a student fails one (1) of the three (3) components (Didactic, Laboratory or Clinical

Externship, they must repeat the entire EMT course.

- For Paramedics they must successfully complete all courses required in their specific term, (i.e P2 EMS 2604, EMS 2665, and EMSL 2604) in order to matriculate to P3. If any course is noted as a failure all three courses within the P2 course work must be repeated.
- No student may continue to attend any class once they are withdrawn or removed for any reason.

4.12 Cheating:

- Cheating is defined as conduct which violates the standards of testing, such as communicating with any other examinee during the administration of the examination; copying answers from another examinee or intentionally allowing one's answers to be copied; having in one's possession during the examination any books, electronic devices, notes, and/or printed material

4.12 Cheating (cont'd):

that may provide aid to answering the examination questions. Additionally, any action by a student which violates the security of the examination material/tool, such as removing the examination from the classroom without permission; reproducing the examination in any form or method; selling, distributing, purchasing, receiving, or having in one's possession any portion of a past, present or planned future EFSC EMS Program examination tool.

- Cheating is conduct for which there is zero tolerance within the EFSC EMS-Program. Students caught cheating shall be immediately removed from the EMS-Program. The EMS Program Director will be immediately notified by the Lead Instructor. The incident will be reduced to writing by the Lead Instructor and provided to the EMS Program Director on the next college business day. The written document will be reviewed by the EMS Program Director and the Dean of Public Safety for possible additional disciplinary action against the student up to and including "Revocation of College Privileges" (see EFSC College's General Student Handbook for levels of discipline and their definitions).

4.13 Tardy/Absences:

- Tardy is defined as arrival at a class site fourteen (14) minutes or less past the start time. Students who arrive fifteen (15) minutes or greater past the start time will be marked absent. The allowance of the student "marked absent" to attend the remaining class time is within the sole discretion of the Lead Instructor, however, the student's absence will remain in effect.
- Each student must attend all sessions of any training course in which enrolled except for absences approved by the Lead Instructor. No student shall be considered to have successfully completed a training course if he/she has more than three (3) absences or 15 accumulative hours in any semester.
- No more than fifteen percent (15%) of total class hours can be missed due to tardiness, leaving early or general absences during any semester.
- Make-up work may be offered in the sole discretion of the Lead Instructor. Such work will be comparable in content and quality to the instruction missed.

4.14 Clinical Course:

The students are expected to abide by the following clinical directives below:

- Students will be notified by the Clinical Coordinator when FISDAP sign-ups will be for their specific class. It is the student's responsibility to communicate with the Clinical Coordinator if a sign-up opportunity is missed for any reason.
- Students are expected to verify the dates, times and locations of the clinical rotations for which they are scheduled in FISDAP. Errors and corrections must be communicated with one (1) week of the closing date for FISDAP schedule entry for the class.
- Students may not vary the times for which they are assigned to a specific clinical area without the approval of the Clinical Coordinator. Students will be responsible for following all attendance requirements contained within this handbook. Students should anticipate that

4.14 Clinical Course (cont'd):

clinical shifts may run late and ensure they have made appropriate time buffers in their schedule to allow for such occurrences.

- Students are only authorized to participate in clinical sessions at EFSC EMS approved affiliate locations as provided through FISDAP. Students may not attend any shift at any location that is not approved through FISDAP. EMT and Paramedic students must have all clinical hours completed by the first day of the week before final examinations.
- Patient and clinical data must be entered into FISDAP within three (3) days of the completed clinical date. All paperwork must be completed, including signatures and turned in within seven (7) days of the completed shift. All relevant clinical forms are to be turned into the Clinical Coordinator or his/her designee at the scheduled Clinical course session, again within seven (7) days of the completed shift. Students shall not mark a shift "complete" if the student was absent, tardy, or left early.
- Schedule changes must be approved by the Clinical Coordinator, or the EMS Program Director or designee if the Clinical Coordinator is not available.
- Clinical sites have limited space and availability for food storage as a result of vehicle and/or station layout. Additionally, a call volume and/or time may limit the ability to cook. Student should bring both food and money to help facilitate eating during the shift. Further, clinicals, especially pre-hospital clinicals may run late, the student should be prepared for these late calls, and inform the Preceptor if there is any reason why they cannot participate in a late call. Emergency calls may also result in getting dirty, students should be prepared to shower and address any personal hygiene issues on-site.
- Coastal clinical sessions: in addition to all other required paperwork and equipment students must have with them a valid driver's license, CPR/ACLS card and student program ID.
- During pre-hospital clinicals as a team member (i.e. fire service shift work) the student is there to participate in the entire experience of being an EMT or paramedic. This includes participating in the communal eating (if invited to do so by the crew) including participating in the station maintenance and cleaning duties as directed by the station leader/officer. As well as having all

equipment and paperwork as required above, students assigned to a twenty-four (24) hours shift should bring necessary bedding (sleeping bag, or sheet set with pillow case).

- Students shall follow any lawful directive/order given by any affiliate leader/officer of an affiliate agency, (i.e. station lieutenant). If any directive/order is given that does not threaten the safety of the student (loss of life or limb) that the student feels is an unlawful order shall follow it, and then inform

4.14 Clinical Course (cont'd):

- Generally, an approved EFSC EMS Preceptor shall lead/attend all clinical sessions. This may include approved affiliate personnel or actual EFSC employee(s). All students are under the direct authority of these approved personnel. EFSC EMS Preceptor may delegate the training to other personnel with an equal or higher level of certification. Students shall not leave any clinical site or patient care area without the permission of the EFSC EMS Preceptor.
- This includes any accompanying any affiliate staff member to other areas of the hospital outside of the assigned area as outlined by the EFSC EMS Preceptor.
- In the event an EFSC EMS Preceptor does not arrive at a clinical site by fifteen (15) minutes past the start time the students are to contact the Clinical Coordinator, if the Clinical Coordinator does not respond in fifteen (15) minutes than contact the Lead Instructor. Do not leave the clinical location without specific instructions from the Clinical Coordinator, Lead Instructor or EMS Program Director.
- A student may not perform any skill at any clinical site outside of their "Scope of Practice". As a general rule skills performed in the clinical setting should be skills that have been gone over and signed off during a preceding Lab session.
- A student should not perform any skill that is not a component of their curriculum, (see lab/clinical skill sheet). No one may authorize a student to perform a skill outside of their scope of practice regardless of their position with the college and/or the affiliation, nor their level of certification, to include being a register nurse (RN) or physician. If a student has any doubt if the skill they are being requested to perform is within their scope of practice they should respectfully decline and inform the Clinical Coordinator as soon as possible. A student who exceeds the Scope of Practice shall be immediately removed from the Clinical session. Further action may be taken in the sole discretion of the EMS Department, up to and including removal from the EMS Program.
- ***Per Florida Statute 401 and Administrative Code 64J-1.020 "Each applicant shall demonstrate that EMT and paramedic students are not subject to call while participating in class, clinical or field sessions." This means no student may be in an active paid employee status and getting credit for being on an EFSC EMS clinical.***
- No student may perform any skill that is covered by their curriculum as a student while being employed by their agency as a regular crew member. If a student is found to have performed a skill that they do not hold a state certification for, shall be removed from the EMS Program.

- Personal Protective Equipment (PPE) will be worn for every patient contact and proper hand washing will be observed after each patient contact. Students shall utilize cleansing products (e.g. alcohol hand gel) which is available for use after glove removal post each patient contact as soon as possible. Goggles are a part of the required equipment and face shields are available and should be worn during any activity where potential body fluid splashes/sprays may occur. Sharps containers are located at each site and in each apparatus. Sharp containers shall be utilized immediately after a sharps skill procedure is executed.

4.14 Clinical Course (cont'd):

- Any student who has an exposure to any bodily fluid (to include but not limited to saliva, blood, semen) no matter how minor, suffered an injury or has become ill during a clinical rotation shall immediately notify their Preceptor or crew member. The student is to contact the Clinical Coordinator and have a written incident report generated as soon as is feasible.
- While functioning as a EFSC EMS student, the student is not allowed to operate any affiliates' vehicles, tools, equipment (excluding airway and cardiac monitors post a skills signoff), and/or stretchers (including any scenario involving the lifting of patient i.e. a backboard) regardless of their level certification/training on said equipment, and/or their employment status with the affiliate/agency.
- Students shall not participate in helicopter operations.
- Clinical documents are legal documents. Said documents may be subpoenaed and/or audited up to seven (7) years after completion of the course that resulted in the generation of the document. Proper execution of these documents will be covered in the course and course learning resources.
- Clinical grades are based on attendance, professionalism, documentation, Fisdap entry and shift evaluations. All clinicals are subject to audits. Said audits may result in the changing of a grade which may affect the student's ability to continue the EMS program. Further, if during a clinical audit post program completion, a clinical is found to have resulted in fraudulent activity by the student and investigation may be conducted.
- If after the investigation malice or fraudulent intent is found to have occurred the student's completion status may be revoked. This revocation will be communicated to the applicable state and local agencies including any sponsoring employer. This notification may result in further investigatory and disciplinary action, possibly resulting in the loss of certification and/or employment.
- Clinical sessions may also be audited by State of Florida officials, College officials as well as affiliate agencies via the Fisdap system.
- Fraudulent documentation of any EMS program session, document, form and/or attendance is grounds for immediate suspension and possible removal from the EMS Program as a whole.

4.15 Capstone is a specific segment of field clinical rotations which occurs during P-3. For these two hundred and forty (240) hours the P-3 student will be expected to conduct at minimum thirty-five (35) team leads. A team lead is defined as any 911 pre-hospital call, regardless of final disposition (i.e. transport or refusal) where the P-3 student was the primary caregiver and decision maker for the incident. Should the P-3 student fail to achieve enough team leads the student will have to complete additional clinical hours. If the student cannot achieve enough team leads in the remaining time left in the term the student will receive an “incomplete” for the term. The student will be required to return to the College the following term to complete. Photography During Clinicals:

Photographs are never to be taken during clinical rotations. NO ONE can give a student permission to violate this rule. This includes all instructors, nurses, doctors, college staff, fire officials, ambulance supervisors etc. Students who violate this rule may be removed from the EMS Program.

4.16 Shift Trades:

- Clinical Shift trades are used in the event the student needs to change a previously assigned clinical shift. A shift trade must be of the same type and duration. A Shift Trade form must be completed, signed by both students, and presented to the Clinical Coordinator for approval at least seven (7) days prior to the clinical shift.
- Student are allowed a maximum of two (2) shift trades per term.
- Shift trades can only be between two students of equal standing, e.g. EMT student to EMT student or P2 to P2.

4.17 Critical Incident Stress Management (CISM):

All EFSC EMS students will be exposed to events and incidents that may exceed any other event that the student may have experienced. These incidents may have a negative emotional and/or physical impact on the student, or the student may be a member of a response team that experiences an unusual and/or critical incident that may cause a negative emotional and/or physical impact to one or more members of the response team.

It is important to note that any given incident may not affect two students in the same manner. Further, a class of students may be affected by an incident differently and therefore manage the incident differently than might another class and/or individual EMS student. Additionally, an EMT student may manage an incident differently than a PM student.

Preceptors are responsible for the performance and wellbeing of the students who are assigned to them for a shift. Preceptors should maintain an awareness of the types of patients their students have been exposed to during a shift. As a result of an EMS students’ limited exposure to real-world patient care, emergency incidents may require additional coaching/mentoring from the Preceptor.

Students should speak openly with their Preceptor and acknowledge any stress that they may be experiencing during the shift. Further, the fellow students should speak with the Preceptor if they believe any member of their team is experiencing stress.

If the Preceptor believes that a student(s) have been affected by a critical incident, they shall notify the EFSC Clinical Coordinator immediately. If the EFSC Clinical Coordinator cannot be reached within two (2) hours from the first attempt, the Preceptor shall contact the EFSC EMS Program Director.

EFSC EMS Students will participate in any pre-hospital affiliate's CISM process post that agency's determination that a CISM event has occurred. The affiliate's "Point of Contact" (POC) for the CISM response shall contact EFSC Clinical Coordinator immediately. If the EFSC Clinical Coordinator cannot be reached within two (2) hours from the first attempt, the Preceptor shall contact the EFSC EMS Program Director.

4.18 Paramedic Functional Job Analysis/Technical Standards:

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 judgement 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, anticonvulsants, central nervous stimulants, psychotherapeutics which include antidepressants, and other anti-psychotics, anticholinergics, cholinergics, muscle relaxants, anti-dysrhythmics, anti-hypertensives, anticoagulants, diuretics, bronchodilators, ophthalmics, pituitary drugs, gastro-intestinal drugs, hormones, antibiotics, antifungals, anti-inflammatories, 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 nonprescription/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 drugs 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 reading 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 pre-cautions 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 judgement 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 emergencies exist, 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 judgements 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.

Source: USDOT 1998 National Standard Paramedic Curriculum

4.19 Occupational Risks:

Provision of emergency medical services poses inherent occupational risks for EMS responders. Risks include the following.

1. Violence/assaults
2. Verbal threats/aggression
3. Motor vehicle crashes
4. Infectious disease
5. Lifting injuries
6. Sprains and strains
7. Psychological trauma
8. Hazardous chemical exposure
9. Hyper/hypothermia

4.20 Advanced Placement:

The Eastern Florida State College EMS Program will accept transfer of credits under the following conditions:

- Paramedics who have completed their paramedic training at a CoAEMSP accredited paramedic programs may receive credit for paramedic course work.
- Paramedics from non-accredited paramedic programs will not receive any transfer credit for their paramedic course work.

Paramedic students who have partially completed paramedic training from another CoAEMSP accredited training program may receive credit and acceptance into the EFSC EMS program under the following conditions:

- The student must produce a letter from the initial institution stating that the student left the program in good standing.
- A student may be accepted into the Eastern Florida State College EMS program; however, must have documentation that the student has met **ALL** of the objectives required to transfer into the EFSC EMS program and are synchronous with the Eastern Florida State College EMS program. Therefore, the student must provide documentation from the initial institution as to exactly which objectives they have successfully completed. The student will be required to complete all of the objectives not covered in the initial program, even if that means repeating a similar course because the objectives were slightly different. Lastly, the student will be required to take an entry-level cognitive and psychomotor exam (matching the course work completed from the initial training institution) which will be evaluated by a Lead Paramedic Instructor, Medical Director and Program Director who will make the final determination if the candidate is accepted into the program.

4.21 Experiential Learning:

Students with medical training, including nursing, military medical training, etc. are not given advanced placement in the EMS Program.

4.22 Unanticipated Program Interruption:

In the event of an “Unanticipated Program Interruption” that may result from a man-made or natural event, the student must be familiar with what he or she must do to remain up-to-date with their programmatic activities. The student shall make every effort to contact their lead instructor or any member of the faculty team (Phone numbers are listed on Page 2). In addition to communicating via telephone with faculty, the student shall make every attempt to use other means of obtaining information and communication pertaining to their course material, attendance, schedule and course activities. Students shall use:

- The EFSC EMS Program website for undated information
- Check their Titan email at least three time per day during the course of the event
- Monitor local media
- Monitor student emergency text feature for updated college information

Any adjustment to didactic, Lab or Clinical/Field hours shall be shared with the EFSC EMS Advisory committee, by the State of Florida Division of Health and Preparedness, consulted with the Committee on Accreditation of Educational Programs (CoAEMSP) and approved by the Eastern Florida EMS Program Advisory Committee.