



OLD DOMINION EMERGENCY MEDICAL SERVICES ALLIANCE INC.

7818 East Parham Rd. Suite 911
Henrico, VA 23294-4303

804-560-3300 □ FAX: 804-560-0909

www.odemsa.vaems.org

ODEMSA Online EMT Course - Hanover Information and Registration Packet Spring 2021

Dear Student,

The Old Dominion EMS Alliance (ODEMSA) in conjunction with Hanover Fire and EMS is pleased to offer this course which is designed to allow students the flexibility of an online* Emergency Medical Technician (EMT) course. Please read all information contained in this Course Information Packet and follow the directions when filling out the online course application, the link is attached to this packet. We encourage you to review costs and to complete the pre-course requirements as soon as possible.

This course is limited to 30 students and there is a mandatory interview (max of ten minutes) to determine the best candidates for the class. Preference will be given to applicants living in the Hanover county or volunteering in the Hanover Fire and EMS system.

*Note, this program will meet every Thursday night (unless otherwise documented) and one Saturday a month to complete some portions of this course. The class dates are in the Lab Schedule at the end of the packet.

Please contact [Megan Middleton](#), ODEMSA Education Coordinator or [Andrew Inge](#), ODEMSA Education Coordinator, if you have questions regarding the EMT program. We look forward to meeting you and helping you meet your education needs.

Thank you,

Megan Middleton, NRP, EC

Andrew Inge, Intermediate, EC

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Course Description

At the completion of this course the student will be able to demonstrate an understanding of the roles and responsibilities of the basic life support provider as a member of the emergency medical services. The student will be able to integrate basic life support procedures with a comprehensive understanding of medical conditions to provide care in the pre-hospital environment.

This course prepares the student to sit for the National Registry Emergency Medical Technician (EMT) written examination and the psychomotor exam. After the successful completion of this course AND NREMT testing, you will be issued a Virginia Emergency Medical Technician certification and a National Registry Emergency Medical Technician certification. Topics include the theory and application of the following: foundations, human systems, overview of shock, patient assessment, obtaining vital signs, airway management, emergency childbirth, and assessment-based management. This course conforms, at a minimum, to the Virginia Office of Emergency Medical Services curriculum.

All online modules will need to be completed within a specific deadline with exceptions only approved by the Course Coordinators. This hybrid EMT course uses an online learning management system. Instead of coming to a class and listening to lectures, students are required to read the textbook, listen to online lectures, watch videos, complete interactive assignments, and take quizzes and tests online. This course requires AT LEAST an 8-10 hour per week investment of time to be successful. Weeks that meet for lab will be an ADDITIONAL time requirement. **To complete the course students are expected to complete 100% of all coursework, with a minimum score of 75%, receive a minimum score of a 75% on the final exam, attend 90% of all labs, acquire 10 patient contacts, and take and pass the FISDAP test as a capstone*.**

Labs will meet Thursday nights to practice skills, assessments, and reinforce didactic material and critical thinking skills. Please pay attention to the Lab Schedule as it will have a rough outline of skills the class will be performing weekly. This is subject to change depending on class participation and knowledge retention.

*If the written test is passed prior to this it will not be required

Course Expectations

To be successful in this course, you will need:

- 1) To be self-motivated.** Almost all the didactic material will be in the form of online modules including online videos, online lectures, voice-over PowerPoints, reading assignments, and quizzes that will have to be completed within a specific due date, no exceptions. As with all online educational programs, the successful student will need to be self-motivated to complete all assignments on time.
- 2) Access to high speed internet and a computer.** High speed internet access and access to a computer is a **MUST** for this course. High speed internet and computers are generally available at local county libraries. Additionally, your local rescue squad or fire department may offer high speed internet access. Do not rely

solely on cell-phone data plans, as this program will be video based. Do not rely solely on cell phone to access course materials, as some areas of the online software used do not work on cell phone internet browsers. ODEMSA is not responsible for data overage charges. Assignments MUST be completed on time, regardless of access to internet and/or a computer.

- 3) Complete the physical requirements of the class.** You must be able to complete all skills, which can, at times, be physically demanding. This includes kneeling, performing compressions, crouching, bending, and lifting 150 lbs. ODEMSA will accommodate acute limitations (i.e. a physical restriction from a current injury), but students MUST complete the activity before successful completion of the course. For more detailed information about the physical requirements of this course, see the [EMT Job Description](#).

Admission Requirements

Application

Prospective students must submit an application via the link given. Paper applications will **NOT BE** accepted. Please click on this [Application Link](#) to submit your application.

Cardiopulmonary Resuscitation Requirements

Students will be required to take the AHA CPR Instructor Led BLS course being held on January 16, 2021 at the Hanover Fire Training Center. This course is mandatory for all students regardless if they possess a CPR card already. This is to ensure all students have the same level of training and competence in CPR skills.

EMS Personnel Requirements and Standard of Conduct

Applicants shall meet and maintain compliance with the following general requirements:

- Be proficient in reading, writing and speaking the English language in order to clearly communicate with a patient, family or bystander to determine a chief complaint, nature of illness, mechanism of injury and/or assess signs and symptoms.
- Be clean and neat in appearance and wear the ODEMSA uniform shirt, or appropriate clothing until such time the shirt is issued. Uniform standard will be provided in the rules.
- Have no physical or mental impairment that would render her unable to perform all practical skills required for that level of training. Physical and mental performance skills include the ability of the individual to function and communicate independently to perform appropriate patient care, physical assessments and treatments without the need for an assistant.
 - May not be under the influence of any drugs or intoxicating substances that impairs your ability to provide patient care or operate a motor vehicle while in class, or clinicals, while on duty or when responding or assisting in the care of a patient.
- If you are a foreign national, you must have secured a U.S. Government Student Visa.

- If you have not been issued a US Social Security Administration number (SSN), you must submit copies of your U.S. Government Student Visa together with your enrollment form.

Age Requirements

VA OEMS Regulations state that all students enrolled in EMS courses must be a minimum of 16 years of age at the beginning date of this certification program. Students must be **16 on or before January 14, 2021** to enroll in this course. ODEMSA cannot offer any flexibility regarding this date.

If less than 18 years of age, you must provide the course coordinator with a completed parental permission form with the signature of a parent or guardian verifying approval for enrollment in the course. If you are less than 18 years of age and are affiliated with an EMS or other public safety agency you must also provide the Course Coordinator with documentation from an Officer of the agency stating that you will be covered by agency insurance while attending the course. (Students less than 18 years of age must obtain and complete a copy of the **Student Permission Form (TR-07)** from the course coordinator of the training program.)

Criminal History

There are certain types of criminal records that will preclude you from applying for EMS certification (and thus, taking this course). These are generally crimes which preclude you from ever obtaining EMS certification in Virginia, and crimes which the individual may apply after conditions are met. These are listed below in detail. For more information, please see the state [Criminal History](#) form for any clarification please contact the Office of EMS at (804) 888-9100.

Individuals convicted of certain crimes present an unreasonable risk to public health and safety. **Thus, applications for certification by individuals convicted of the following crimes will be denied in all cases:**

- 1) Felonies involving sexual misconduct where the victim's failure to affirmatively consent is an element of the crime, such as forcible rape.
- 2) Felonies involving the sexual or physical abuse of children, the elderly or the infirm, such as sexual misconduct with a child, making or distributing child pornography or using a child in a sexual display, incest involving a child, or assault on an elderly or infirm person.
- 3) Any crime in which the victim is an out-of-hospital patient or a patient or resident of a healthcare facility including abuse of, neglect of, theft from, or financial exploitation of a person entrusted to the care or protection of the applicant.
- 4) Serious crimes of violence against persons such as assault or battery with a dangerous weapon, aggravated assault and battery, murder or attempted murder, manslaughter except involuntary manslaughter, kidnapping, robbery of any degree, or arson.
- 5) Has been subject to a permanent revocation of license or certification by another state EMS office or other recognized state or national healthcare provider licensing or certifying body.

Individuals in the following categories will be denied application for certification by the Office of EMS except in extraordinary circumstances, and then will be granted only if the applicant or provider establishes by clear and convincing evidence that certification will not jeopardize public health and safety.

- 1) Application for certification by individuals who have been convicted of any crime and who are currently incarcerated, on work release, on probation, or on parole.
- 2) Application for or certification by individuals convicted of crimes in the following categories unless at least five years have passed since the conviction or five years have passed since release from custodial confinement whichever occurs later.
 - a. Crimes involving controlled substances or synthetics, including unlawful possession or distribution or intent to distribute unlawfully Schedule I through V drugs as defined by the Virginia Drug Control Act (§ 54.1-3400 seq. of the Code of Virginia).
 - b. Serious crimes against property, such as grand larceny, burglary, embezzlement, or insurance fraud.
 - c. Any other crime involving sexual misconduct.
- 3) Is currently under any disciplinary or enforcement action from another state EMS office or other recognized state or national healthcare provider licensing or certifying body. Personnel subject to these disciplinary or enforcement actions may be eligible for certification provided there have been no further disciplinary or enforcement actions for five years prior to application for certification in Virginia.

All references to criminal acts or convictions under this section refer to substantially similar laws or regulations of any other state or the United States. Convictions include prior adult convictions, juvenile convictions and adjudications of delinquency based on an offense that would have been, at the time of conviction, a felony conviction if committed by an adult within or outside Virginia.

See Virginia EMS Regulations, 12VAC5-31-900, 12VAC5-31-910 (October 10, 2012) for more information.

Scheduled Courses

This course runs from **January 14, 2021 through June 24, 2021. All coursework must be completed by June 10, 2021 at 11:59 PM.** Most of the course is facilitated in an online format, however, there will be in-person meetings for first night paperwork and skill labs. The physical (in-person) class meeting times are attached to the end of the packet.

Course Orientation

This class is mandatory for all students, no exceptions. You must bring a laptop; iPad software is not compatible with state programs. All documentation is required to be submitted by this date and all payments must be received. If the student chooses to apply for the state scholarship this will be discussed and applied for that night.

Hanover Station 13 Ashcake:

8375 New Ashcake Road, Mechanicsville, VA 23116

Skill Labs

Students will meet every Thursday night and one Saturday a month to review skills, reinforce knowledge, and bring assessments and treatment together. Labs begin Thursday, January 21, 2021 and all students should arrive promptly to ensure class starts on time. Do not expect lab to let out early. Students are required to attend a MINIMUM of 90% of all lab time and it is the student's responsibility to make up any missed skills/assessments. Availability of extra lab time will be at the discretion of the Course Coordinators and instructors.

Physical Address: **13038 Winston Rd, Ashland, Virginia 23005**

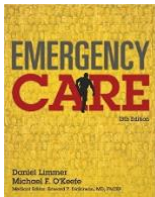
See the attached course schedule for more information.

Course Tuition

Tuition for this course is \$850. Unless prior arrangements are made with ODEMSA, the tuition is **payable to ODEMSA by close of business January 14, 2021**. The tuition does not include the cost for books (Hanover may cover the cost of the book), background check fee (if needed), any physical exam or immunization update (if needed), or liability insurance fee (if needed).

Fees and Other Requirements

Textbooks/Online Resources



The principle text for this course is Emergency Care 13th Edition, Dan Limmer. You can purchase this through a number of online retailers, including Amazon and directly from the publisher at Bradybooks.com. A cheaper eBook is also available. The approximate cost of a new textbook is **\$110**.

Platinum Planner

You will need to sign up for a Platinum Planner student account. We will use Platinum Planner for skills tracking. Additionally, you'll use it for your field and clinical patient contact documentation.

Certification Testing

Psychomotor (practical skills) and cognitive testing are done in separate venues. Practical skills testing will be completed in-house. The cognitive test is done by the National Registry of EMT's. The first test is paid for by the Virginia Office of EMS. Subsequent attempts are \$98 each.

Health and Immunization

If your agency requires it, you will need immunizations and a health statement on file starting clinicals. Some agencies require students to have immunizations prior to riding. ODEMSA recommends students in its programs have a physical to protect themselves and patients with whom they will come into contact. We suggest you contact your PCP for both.

Liability Insurance

Students must be covered by liability insurance. Those who are taking these courses as members of a licensed EMS agency generally are covered by their agency's insurance carrier. If not, the individual must purchase an appropriate amount of insurance from an insurance agency. The student must show proof of coverage either by a signed statement from an EMS agency official, or proof of purchase of an individual plan.

Drug Screening

Some agencies require those who work or learn in their facilities to be subject to drug screen testing. Students will receive specific instructions and information.

Summary of Costs

Tuition	\$850
Books/Online Resources	Approx. \$110
Background check/Drug Screen	\$80, if required
CTS (Practical) Testing fee	Included in course
NREMT Testing Fee	Virginia pays the first attempt
Liability Insurance	\$37, unless affiliated with EMS Agency
Health and Immunizations	Varies, if required
Platinum Planner	ODEMSA pays
Fisdap Study Tools	ODEMSA pays
Uniforms	ODEMSA pays

Liability Insurance

This class requires students have at least liability coverage to the extent of \$1,000,000.00 per occurrence / \$3,000,000.00 aggregate. Therefore, students must purchase, at your own cost, liability insurance that meets the minimum required coverage amounts.

AFFILIATED EMS PROVIDERS: Volunteer and career EMS providers are generally covered for liability insurance by their agency's insurance carrier while performing in an EMS training program. Contact your agency's insurance carrier to verify that coverage.

NON-AFFILIATED EMS APPLICANTS: A person who is not affiliated with a licensed EMS agency must purchase an individual liability insurance policy. Below is an agency listed on the Virginia Office of EMS website. ODEMSA suggests that the applicant investigate several to find one that fits the requirements. The insurance vender is listed as a reference. The inclusion of this vender should not be interpreted as an endorsement but instead an example.

Healthcare Providers Service Organization (HPSO)

159 E. County Line Road

Hatboro, PA 19040-1218

Phone: 1-800-982-9491

Fax: 1-800-739-8818

[Website](#)

The applicant must bring their proof of liability coverage on the first night of class. Providers covered under an EMS agency's policy must have an officer of the agency fill out a form that will given to the student upon acceptance to the class.

Refund Policy

Refunds will be given on a pro-rated basis. On or before January 14, 2021, students will receive a 100% refund if requested in writing to ODEMSA, can be via email to Megan Middleton. Students will receive a 10% per week reduction in tuition for each week (Monday-Sunday) after January 14, 2021.

Interviews

Once prospective students have completed an online application, they will be notified via email with potential interview date and times. The email will also have a link to upload documents needed. If the documents are not uploaded by the date of the students interview it is possible the student could be disqualified. The interviews will be held at Old Dominion EMS Alliance, unless otherwise noted, with a panel of two or more interviewers.

COVID-19 Policies

As COVID-19 is an evolving global pandemic, the policies for the class will be dependent on regulations from the Virginia Office of EMS, Virginia Department of Health, and any orders issued by the Governor of Virginia. As of the issuance of this document the requirements for class are listed below:

- All students and instructors must wear a mask to cover their mouth and nose at all times if they are within six feet of each other.
- If social distancing of six feet can be maintained a mask is not required
- A student may temporarily remove their mask when eating or drinking
- All students will be screened at the beginning of every class to include COVID-19 symptoms and a non-invasive temperature check. If a temperature exceeds the threshold of 100.4 the student will be asked to leave the lab.
- Students are expected to stay home if they are sick or have been exposed to a known COVID-19 positive person.
- If the student contracts COVID -19 they must have a negative test prior to returning to class.
- While every effort will be taken to assist the student in making up lab days, due to Virginia Office of EMS regulations it is possible the student may not have sufficient time to complete the program if they are out for an extended period of time. If the student has to be removed from the program due to COVID-19, ODEMSA will

permit them to take another ODEMSA EMT program at a reduced rate (this will be determined on a case by case basis).

- The students and instructors will also follow any internal policies Hanover Fire – EMS has put into place for use of their training center (i.e. cleaning surfaces used by students, additional PPE, etc...)

These policies are subject to change as a result of pandemic conditions. If stricter mandates are placed on the course the Course Coordinators will adjust plans and policies as necessary, to include course location or class size changes. Any changes to the course structure will be communicated to the student via a virtual meeting, in-person, and / or email.



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Hanover Fire Training Center

Lab Schedule – Spring: 2021 Hybrid EMT Class

Date	Time	Lab Topics
January		
01/14/21**	18:00-22:00	Orientation to the Program
01/16/21	08:30-12:00	AHA Instructor Led CPR Class
01/21/21	18:00-22:00	Vital Signs; Hand Hygiene/BSI; Lifting/Moving
01/23/21*	08:30-17:00	Lifting/Moving; CPR Review; Primary Assessment
01/28/21	18:00-22:00	O2 Admin; Glucometry; Bleeding Control
February		
02/04/21	18:00-22:00	Airway/Ventilation; Secondary Assessment
02/11/21	18:00-22:00	12-lead; Basic Med Review; Supraglottic Airway
02/18/21	18:00-22:00	Medical; Trauma; Advanced Med Review; Bleeding Control
02/20/21*	08:30-17:00	Mental Health; Splinting; Backboard; KED; Trauma; Medical
02/25/21	18:00-22:00	Radio Etiquette; Scene Ops; Report Writing; Traction
March		
03/04/21	18:00-22:00	Trauma; Medical; Medication Admin; Report Writing
03/11/21	18:00-22:00	Stop the Bleed; Rapid Extrication
03/18/21	18:00-22:00	Helmet Removal; MCIM
03/20/21*	08:30-17:00	MCI Scenario; Midterms
03/25/21	18:00-22:00	Splinting; Capno; CPAP; Backboard
April		
04/01/21	18:00-22:00	IOOH Stations; Bleeding Control; Airway; Traction
04/08/21	18:00-22:00	CPR Review; Medication Admin; Bleeding Control; Airway; Traction
04/15/21	18:00-22:00	IOOH Stations; Splinting; Traction
04/17/21*	08:30-17:00	Helicopter LZ; Scenario Game
04/22/21	18:00-22:00	IOOH Stations; Splinting; Backboard
04/29/21	18:00-22:00	IOOH Stations; Splinting; Traction
May		
05/06/21	18:00-22:00	Backboard; Traction; Splinting; Bleeding Control; Airway
05/13/21	18:00-22:00	IOOH Stations; Splinting; Airway
05/15/21*	08:30-17:00	OB Lecture; OB Skills; PEDs Assessment
05/20/21	18:00-22:00	Backboard; Traction; Splinting; Bleeding Control; Airway
05/27/21	18:00-22:00	MCI Redemption
June		
06/03/21	18:00-22:00	IOOH Stations
06/10/21	18:00-22:00	IOOH Stations
06/17/21	18:00-22:00	IOOH Stations
06/19/21*	08:30-17:00	Practical Exam
06/22/21**	18:00-22:00	Mock Written (Must attend this date AND/OR 06/24)
06/24/21**	18:00-22:00	Mock Written (Must attend this date AND/OR 06/22)

*Saturday class

**Off-campus