
North Florida College 325 NW

Turner Davis Drive

Madison, FL 32340

Mike Kirkland

EMS Programs Director

850---973---1673

EMT Program Application



About NFC

Located in rural Madison County, North Florida College is a public four-year college offering programs for transfer to senior universities, career training, and personal enrichment. We serve a six county area including Madison, Hamilton, Suwannee, Jefferson, Taylor, and Lafayette counties. NFC is a college whose purposes are directed toward the needs of the area it serves. Accordingly, the college provides the students with opportunities for continuing academic and life enrichment goals; for advancing skills; and for developing judgment and values necessary for responsible citizenship in a changing society.

Accreditation

North Florida College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award Associate's and Bachelor's degrees, and career and technical certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of North Florida College. Website: www.sacs.org

EMS Programs

The North Florida College EMT program is approved by the Florida Department of Health (DOH), EMS Division, and follows the most recent National EMS Educational Standard Curriculums.

Registration

Students must report to the Registrar's Office, located in building 3, with their signed registration form prior to reporting to the Business Center/Cashier's Office (bldg. 2) for payment of tuition and fees.

Financial Aid

The Financial Aid office is located in building 2 or you may call them at 850-973-1621 for more information.

FAFSA

(Free Application for Federal Student Aid) (PELL) <https://studentaid.gov/h/apply-for-aid/fafsa>

. Follow the link to apply for federal student aid and list NFC as one of your colleges to attend. The NFC Financial Aid office will receive your submitted application and will assist in applying any available funding.

NFC Foundation Scholarships

Contact the NFC Foundation Office at 850-973-9414 to apply for available scholarships.

Perkins Scholarships

Academy staff will assist in forwarding any eligible Perkins Scholarship applications to the Financial Aid office for approval. Maximum award is \$500 and can only be used for NON-PELL programs or for students who are not eligible for PELL funding.

Veteran's Benefits

If you think you are entitled to veteran's benefits, visit the Admission's Office in building 3, or call Diane Bethea at 850-973-1622. Your G.I. Bill can be used if it is less than 10 years old.

Tuition Payment Plan

Enroll now, pay later. NFC has a new and easy way to pay tuition. The NFC Tuition Payment Plan allows eligible students to pay tuition fees in affordable, interest-free payments during the term. Find out more at:

<https://www.nfc.edu/apply-to-nfc/>

Emergency Medical Technician (EMT)

An EMT performs basic lifesaving skills including:

- patient assessment
- opening airways
- restoring breathing
- controlling blood loss
- treating victims of shock
- immobilizing fractures
- bandaging wounds
- childbirth assistance
- treating heart attack victims
- caring for poison and burn victims
- transportation of patients

An EMT can work for police, fire and rescue squads, private ambulance services, and hospitals.

The EMT Program

The EMT program consists of four co-requisite courses. Successful completion of the EMT program prepares the student to deal with pre-hospital emergencies in an efficient and competent manner. It also qualifies the student to take the Florida State EMT Certification Examination. Emergency Medical Technicians are vital links in the pre-hospital health care delivery system and must possess special qualities. These include responsible and dependable behavior under stress, dedication to duty, physical and mental well-being, and a commitment to assist patients in need. Following successful course completion, a graduate will be authorized to take the National Registry (NREMT) written and practical certification exams. Graduates that do not live in Florida are eligible to take the exam in the state in which they reside and apply for licensure in that state.

EMT Program Curriculum

12 Credits HoursCredits

EMS 1119	Fundamentals of Emergency Medical Technology	6
EMS 1119L	Emergency Medical Technician Skills Laboratory	3
EMS 1411	Emergency Medical Technician Hospital Clinical	1
EMS 1421	Emergency Medical Technician Rescue Practice	2

*You must register for all four courses

*All courses require a grade of 80 or higher for completion

EMT Program Expenses

The following is a listing of *approximate costs* for the EMT Applied Technology Diploma program and is subject to change. In addition to these costs, the candidate should allow for room, board, transportation, and personal living expenses. Non-Florida residents must check with the Office of the Registrar for tuition rates.

1. EMT tuition is approximately \$1500 (for Florida residents)

- Tuition
- 2 Uniform shirts
- EVOC training

2. Additional fees to consider for admission into the NFC EMT program may include

- Drug Screen – approx. \$50 at Down Home Medical
- Physical Exam – payable to physician of your choice
- FDLE background check - \$60 at NFC
- Book Fee - approximately \$300
- NFC Application Fee - \$20

To be eligible for the EMT Program, you must achieve the following minimum scores in the selected areas on the PERT/ Test, unless otherwise exempt:

Reading – 106

Writing – 103

Test scores are valid for two (2) years for all EMS Programs

If you have specific questions about the cost of any EMS program, please feel free to contact the NFC Administrative Billing office at (850) 973-1674.

Drug Screening

Program applicants are required to obtain a substance abuse drug screen. These results are important for classroom and clinical rotations and subsequent completion of the Paramedic Program. Applicants with a positive result on the drug screen will be given a reasonable opportunity to explain the confirmed positive test result. If the explanation is unacceptable and/or cannot be satisfactorily documented by the applicant's physician or the Medical Review Officer, the applicant will not be accepted into or will be dismissed from the program. Results from the drug screen are returned to the EMS Department and will only be shared with clinical agencies that require this information prior to acceptance at the clinical site. *Additional drug screens may be conducted at a time designated by the program director.*

CRIMINAL BACKGROUND CHECKS

Criminal background checks are mandated under the guidelines cited in the current Florida Statutes Chapter 435, by healthcare agencies with which NFC has clinical, internship, and externship agreements. Any student who has been found guilty of, regardless of adjudication, or entered a plea of nolo contendere, or guilty to, any offense under the provisions of Florida Statutes or under similar statute of another jurisdiction, will be required to request an exemption from disqualification prior to being admitted to the program. If an exemption is not allowed by any clinical agency, the student will be unable to complete the requirements for the EMS Program and will not be permitted to progress through the program. The student must give written permission before any other faculty or staff is given access to those records.

By submitting an application to the EMS Program, the applicant is verifying they

- Are able to lift and carry 125 lbs.
- Have good judgment under stress.
- Are free from abuse of alcohol or any other drugs.
- Are willing to meet the personal appearance and grooming standards of the EMS Program and clinical agency.

****NOTE** You will need a computer or tablet capable of accessing the internet for this course.**

Application Process for EMT Program

Applicants should carefully review the **ENTIRE** application procedure outlined in this booklet. It is the applicant's responsibility to ensure that the application process is complete. Note: If at any time during the application process you have a change of address or other personal information, please submit this information to the EMS Department by supplying documentation (i.e. copy of driver license or marriage license) in person. It is the student's responsibility to see that NFC admission requirements are met. Notices will not be sent.

Follow these Steps:

- All applicants must be at least 18 years of age, a high school graduate or have achieved a GED diploma. *(With the exception of dual enrollment students. Dual enrollment students must be pre-approved through their school guidance counselor)*
- Prospective students must first complete an Application for Admission to NFC. You must go to the admission's office to complete this application. The phone number for the registrar's office is 850-973-1622 and the application for admission can be found on www.nfc.edu.
- Achieve acceptable scores on the PERT test or be exempt.
- Complete the information in this packet and submit along with the following documents to the EMS Advisor:
 - Physical examination *(must be completed on the form this packet)*
 - Proof of immunizations including but not limited to
 - ☐ MMR
 - ☐ Hepatitis B vaccinations *(student may choose to waive this vaccination)*
 - ☐ Tetanus *(within the last 10 years)*
 - ☐ Varicella
 - ☐ PPD *(within the last year)*

NEW: With the progression of the COVID 19 pandemic at least one of our clinical agencies are requiring vaccines for FLU and COVID 19 *(certain exemptions may apply)*. While this program does NOT mandate these vaccines, successful completion of clinical rotations is a program requirement. If you cannot meet the clinical requirements of your program/courses, you will fail that course and will not be able to progress in the program. *(Note: These things change regularly. If you have ANY questions about this, contact Program Director Mike Kirkland and he will update you with current information).*

- Copy of driver license
- Copy of valid Healthcare Provider CPR card
- Results from a **10 panel** drug screening *(must be in a confidential envelope delivered to EMS Program Advisor, 325 NW Turner Davis Drive, Madison, FL 32340)*
- FDLE background check performed by NFC EMS Advisor

For your convenience and if you don't have another preference, the EMS program has made Down Home Medical aware of the requirements for application to the EMT program so you may use their services for physical examination, drug screening, and any needed immunizations.

Down Home Medical
256 SW Washington Ave
Madison, FL 32340
(850)973-4590

North Florida College
Emergency Medical Technician Basic
Program Application

325 Turner Davis Drive
Madison, Florida 32340
Phone: 850-973-1673

Please print or type

NAME _____ Date _____

Age _____ Date of Birth _____

Home Phone _____ Cell Phone _____

Address _____
Street City, State Zip Code

Email address _____

Emergency Contact _____ Name
Phone

Any Academic or Professional Degrees or Training Programs

Any community service involvement in past five years

Any previous EMS or Fire Experience

Present Employer _____

Student Signature _____ Date _____

HBV IMMUNIZATION RECORD

STUDENTS ENROLLED IN NORTH FLORIDA COLLEGE ALLIED HEALTH PROGRAMS MUST READ AND SIGN THIS STATEMENT BEFORE PARTICIPATING IN ANY CLINICAL EXPERIENCES:

I understand that in the course of student learning experiences associated with North Florida College EMS classes, I may be exposed to blood and/or other infectious materials causing me to be at risk of acquiring Hepatitis B Virus (HBV) infection.

I further understand that this virus has the potential to cause serious deleterious effects on health, including (but no limited to) cirrhosis, cancer of the liver, and loss of life. Five (5) to ten (10) percent of infected persons become “carriers” of the disease. Therefore, North Florida College strongly recommends that students begin Hepatitis B vaccination prior to beginning any clinical experiences. The institution does not guarantee immunity if the vaccination process is begun, but recommends the vaccination on the basis of prudence and “best course of action.”

PLEASE CHOOSE ONE STATEMENT BELOW:

A. I have in fact completed or begun the Hepatitis B vaccination.

Student’s Signature

Date

Typed or Printed Name

Date of Immunization

B. At this time I **decline** such Hepatitis B vaccination. By my signature I acknowledge that I am willing to assume my own personal responsibility for the risk of acquiring Hepatitis B virus through any activities associated with the North Florida College Allied Health Programs.

Student’s Signature

Date

Typed or Printed Name

**Medical Examination to Determine Fitness for EMS Training
North Florida College**

Last Name First Middle Student ID#

For the medical professional conducting the examination: A **physician, surgeon, or physician's assistant**, or an **advanced registered nurse practitioner** must complete this medical examination. The purpose of this examination is to ensure that the physical, physiological, intellectual, and psychological health of the applicant is suitable for the environment and functions of an Emergency Medical Technician as described on page 2.

Examination should include but is not limited to:

Dermatological and Cardiovascular system	Gastrointestinal system	Auditory hearing in the pure tone
Evaluation of 12 lead (OPTIONAL)	Endocrine and metabolic systems	Far visual acuity/Peripheral Vision
Systolic and Diastolic Blood pressure	Neurological system	Genitourinary system
Respiratory system	Ears, eyes, nose, mouth, throat	Musculoskeletal system

Type of Immunization	Date of Booster
Measles, Mumps, Rubella	
Tetanus (must be within 10 years)	
Hepatitis B (Series of 3 injections) If HBV vaccine refused, student must sign the waiver in the EMT application packet.	#1 Date: _____ #2 Date: _____ #3 Date: _____
Tuberculin Test (must be within 1 year)	Date read 1: _____ mm duration _____ Date read 2: _____
Varicella	

For the medical professional conducting the examination to complete: (sign in the appropriate box below)
Based on the results of this medical evaluation, the applicant:

<p>Has no pre-existing or current condition, illness, injury, or deficiencies. The applicant is medically fit to engage in Emergency Medical Services training.</p> <p>Signature _____</p>	<p>Has a pre-existing or current condition, illness, injury, or deficiency that presents a safety or health risk in the environment or job functions of an Emergency Medical Technician. The applicant is NOT medically fit for Emergency Medical Services training.</p> <p>Signature _____</p>
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Completion Required (please print)

Name: _____ DATE: _____

Office telephone number: _____

Office address: _____

PHYSICAL REQUIREMENTS OF THE PROFESSION

The position requires significant physical strength and dexterity and the ability to function in adverse environments with exposure to numerous safety risks typically found at emergency scenes. The following guidelines are used to describe the frequency of activities in this position: Occasionally equals 1%-33%; Frequently equals 34%-66%; and Continuously equals 67%-100% of a typical work day.

STANDING/WALKING: This usually includes: going to and from the emergency vehicle, getting patients from their locations, and rendering treatment. The EMT/Paramedic must also be able to run these same distances, in case of an emergency where time is of the essence. Walking and running may vary, however, as the patient may be located inside a large, multi-floored facility. Standing, walking and running could be on all types of surfaces, including but not limited to: asphalt, cement, concrete, soft/ packed dirt, linoleum, wood, hardwood floors, etc. The individual must be able to go up and down slight inclines or declines that may be found at roadsides, agricultural areas, etc. At a location, standing would occur more often than walking or running. Standing would occur on the wide variety of surfaces mentioned above. Standing could last from a few minutes to hours, depending on the situation.

SITTING: Frequently when responding to a location, the individual will sit in the emergency vehicle. The emergency vehicles are equipped with a standard installed vehicle seat. The time performing the sitting activity on a call would depend upon the specific situation.

LIFTING AND CARRYING: Frequently required to lift and carry weights ranging from a few pounds to ten (10) pound and above. Occasionally required to lift and carry weights of 125 pounds or more. Incumbents will need to lift and carry, with one team member, adult patients, lifting them from various positions (such as a bed or a chair) onto various patient movement devices, such as an ambulance stretcher, a stair chair, long back boards, etc., and then efficiently move them into an ambulance. Other heavier objects in the high range category would be 5-foot tall, 10-inch diameter oxygen cylinders, and medical equipment boxes. The oxygen cylinders can be made of quarter-inch steel and weigh up to 113 pounds. The medical equipment boxes can weigh approximately fifty pounds or more.

BENDING AND STOOPING: Frequently throughout a work shift the incumbent will be required to bend in a range of 1 to 90 degrees. The average situation will require the individual to work in a range of 35 to 65 degree bends. This would involve: lifting a patient, lifting equipment, treating a patient at ground level, sitting on a bench located in the ambulance. This activity may be prolonged and last up to 30 minutes or more. During any given call, the provider may bend and/ or stoop 1 to 15 times per incident.

CROUCHING AND KNEELING: Frequently, crouching and kneeling may be performed when on the scene picking up equipment or assisting patients. The actual number of times this is done depends on the particular incident but may be up to 15 times for a duration up to 30 minutes or greater.

CLIMBING: Occasionally, this is required when climbing steps up and down with a patient on a stretcher or other device, and when entering or exiting the emergency vehicle. Generally, the climbing would require that the incumbent be lifting and carrying heavy objects such as a stretcher or other device with a patient on it. Balancing may be required when backing down staircases.

REACHING: Throughout the work shift in order to review monitoring equipment, operate communication equipment, administer oxygen and operate equipment. The incumbent may also be required to reach in precarious positions, such as in a vehicle, which has been crushed in an accident, or in other confined spaces. If working inside the ambulance en route to a medical facility, the incumbent will need to reach to access the patient and supplies. Reaching will involve partial to full extension of the arms.

PUSHING AND PULLING: The weight required to push/pull will vary, depending on the weight on the gurney. Slight pushing will be required if the incumbent is performing CPR, which can require repetitive pushing and may range from a few minutes to hours. Pushing and pulling is required when operating and closing vehicle doors.

HANDLING OR GRASPING: This may be involved when: opening/closing doors; and using, handling, carrying and /or operating medical equipment boxes that may weigh approximately fifty (50) pounds or more, such as stretcher rails, various handles attached to equipment, and tools. The arm and hand must be able to perform all types of positions, including supination and pronation. Hyperextension, extension and flexion of the fingers will be involved; ulnar and radial deviation, abduction and adduction of the hand and wrist will be required. A wide variety of grasping will be required, such as cylindrical grasping, palmer grasping, hook grasping, tip grasping and lateral and spherical grasping.

HAZARDS: The incumbent, when responding to emergencies, can be exposed to dust, fumes, gases, fire, smoke, adverse weather conditions, and chemicals. There is potential for bodily harm or death from violent patients, bystanders, or other dangers.

OTHER PHYSICAL REQUIREMENTS

Maintain balance and strength in awkward positions;
Speak clearly, even under stressful circumstances;
Accurately communicate ideas orally and in writing in English; Respond physically with speed;
Speak at proper volumes for appropriate situations; and
Must get along with others.

MENTAL REQUIREMENTS OF THE POSITION

Handle a significant number of stressful situations, and be able to function calmly, coolly and collectedly under all types of stressful situations; Get along well with diverse personalities; Communicate with patients and others with empathy and respect;

Create and maintain a positive and cooperative working environment in stressful situations;
Work smoothly and professionally in an environment where teamwork is essential; Analyze and interpret difficult and complex patient care and personnel situations; Work independently with minimal supervision for assigned tasks;

Exercise sound independent judgment within general policy and procedural guidelines; Anticipate and identify problems and take initiative to prevent or correct them;
Establish and maintain effective working relationships with all levels of personnel within the medical community, Suburban EMS, outside agencies, patients, and members of the community;

Understand and follow federal, state and local laws, and Suburban EMS policies, procedures and rules;
Follow orders; Remember and apply concepts, knowledge and principles; and Appropriately deal with stress and maintain composure when encountering serious injuries or illnesses.

Notice to students with disabilities:

Any student with a disability may request assistance through the Office of Student Services. If possible, request for services should be made prior to the beginning of an academic term to insure implementation of appropriate accommodations. Students may call 850-973-9403 or 850-973-1611 (TTY) for an appointment or additional information.

ALL PROGRAMS COMPLY WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 AND DO NOT DISCRIMINATE ON THE BASIS OF RACE, AGE, NATIONAL ORIGIN, MARITAL STATUS OR HANDICAP, AND ARE ALSO IN COMPLIANCE WITH THE PROVISIONS OF THE TITLE IX OF THE EDUCATIONAL AMMENDMENTS OF 1976 WHICH PROHIBITS DISCRIMINATION ON THE BASIS OF SEX.

I CERTIFY THAT ALL INFORMATION PROVIDED IS TRUE AND COMPLETE. I UNDERSTAND THAT ANY MISREPRESENTATION OR OMISSION MAY RESULT IN MY DISQUALIFICATION FROM CONSIDERATION FOR ADMISSION TO, AND/OR DISMISSAL FROM, THE PROGRAM. I HEREBY RELEASE, INDEMNIFY AND HOLD HARMLESS NORTH FLORIDA COLLEGE FROM ANY AND ALL LIABILITY BASED ON THEIR AUTHORIZED RECEIPT, DISCLOSURE AND USE OF THE INFORMATION GATHERED IN PROCESSING MY APPLICATION. I UNDERSTAND THAT IF ACCEPTED, COMPLETION IS CONTINGENT UPON A SATISFACTORY CRIMINAL BACKGROUND CHECK, PASSING A DRUG SCREEN, AND MY ABILITY TO PERFORM ALL ESSENTIAL SKILLS.

Signature _____

Date _____

Witness _____

Date _____

EMT Requirements and Checklist

These requirements must be met before the applicant is allowed to register for the EMT course.

1. Complete NFC Application for Admission and pay \$20.00 Admission Fee
2. Complete EMT Program Application (*this packet*)
3. Must be 18 years of age or older at time of graduation
4. Attach a copy of driver license to EMT Application
5. Official high school or GED transcripts must be on file with the Registrar's office at NFC (*dual enrollment may be waived*)
6. Attach a copy of a valid Healthcare Providers CPR card from an accredited organization
7. Attach results of a 10 panel drug screening (sealed confidential envelope delivered to EMS Program Advisor at 325 NW Turner Davis Drive, Madison, FL 32340)
8. Attach physical examination completed on form from this packet
9. Attach proof of immunizations
 - a. MMR
 - b. Hepatitis B or waiver
 - c. Tetanus
 - d. Varicella
 - e. PPD

In addition, the applicant must verify the following on the EMT application:

- Be able to lift and carry 125 lbs.
- Have good judgment under stress.
- Be free from abuse of alcohol or any other drugs.
- Be willing to meet the personal appearance and grooming standards of the EMS Program and clinical agency.

Prior to classes beginning, students must meet the personal appearance and grooming standards, immunization, and health requirements established by North Florida College.

Please submit completed packets to:

**ATTN: EMS Program Advisor
North Florida College 325 NW
Turner Davis Drive Madison, Florida
32340 kirklandm@nfc.edu**