

Central Texas College



EMERGENCY
MEDICAL TECHNOLOGY EMT AND
PARAMEDIC PROGRAM

CENTRAL TEXAS COLLEGE
NURSING DEPARTMENT
EMERGENCY MEDICAL TECHNOLOGY PROGRAM

I. GENERAL INFORMATION

The Emergency Medical Technology Program is a two-year, 69 credit hour program that leads to an Associate in Applied Science degree. Individuals who were certified as Paramedics before August 1996 may apply for evaluated credit for all EMSP courses when they complete the 37 academic credits and then will be eligible for the degree. See the CTC Catalog for requirements for Resident Credit.

EMSP 1401 (Emergency Medical Technician-Basic) and EMSP 1160 (Clinical) are the Emergency Medical Technician (EMT) courses. The EMT courses are designed to provide training in skills and equipment necessary to help maintain basic life support, including the Automatic External Defibrillator. Instruction is given in basic Anatomy and Physiology, patient assessment, and the theory behind the procedures used in providing pre-hospital care to the sick and injured. Upon successful completion of the courses, students are eligible to take the exam to be certified as an EMT by the Texas Department of State Health Services and the National Registry of EMTs.

The EMT courses are offered each Spring, Summer and Fall semester and involves 128 classroom hours and 96 clinical and field internship hours. Six emergency ambulance calls are required during the clinical hours. The courses are approved by the Texas Department of State Health Services (TDSHS). See the current catalog for class scheduling.

EMTs may continue in the program and be eligible to take the certification exam as an Advanced EMT after successful completion of EMSP 1338, 1355, 1356 & 1166. Completion of EMSP 2444, 2434, 1167, 2330, 2143, 1268 & 2338 makes an individual eligible to become certified as a Paramedic after successful passage of the certification exam. See the current catalog for class scheduling. Students must maintain current EMT certification throughout the program until they are certified as a Paramedic. The curriculum for the Paramedic is designed to train the student in all the aspects of pre-hospital care, which include: IV therapy, comprehensive patient assessment, advanced airway management techniques, dysrhythmias recognition/treatment, emergency drug administration, and defibrillation/cardioversion.

Admission Policy for English as a Second Language (ESL)

English as a Second Language (ESL)

Non-native English speakers (international students and community foreign students) are required to take the Comprehensive English Language Test (CELT) before beginning the English-as-a-Second Language Program (ESL/DSLAs courses).

http://www.ctcd.edu/catalogs/2010_2011_TX/texas1.pdf#page=12

New International student (non-immigrant) or a Community Foreign Student (resident alien) and native language is not English. Testing Requirements must take the CELT examination if TOEFL scores are below 520 on the paper-based or below 68 on the Internet-based test or have never taken the TOEFL.

http://www.ctcd.edu/catalogs/2010_2011_TX/texas1.pdf#page=13

Department of Nursing Policy for English as a Second Language (ESL)

All Community Foreign students whose native language is not English must have TOEFL scores of 560 on the paper-based test or 83 on the Internet-based test (IBT). Test scores may not be older than two years.

II. ADMISSION REQUIREMENTS

All applicants for the program must follow the regular procedures for admission to Central Texas College. ASSET requirements apply to those taking the AAS credit courses. New International students (non-immigrant) or a Community Foreign Students (resident alien) whose native language is not English must take the CELT examination if TOEFL scores are below 560 on the paper-based or 83 on the Internet-based test (IBT) or have never taken the TOEFL. Test score may not be older than two years. In addition, the following is required of all applicants for admission to the Emergency Medical Technology Program and must be on file in the EMT office prior to registration.

All students:

1. Proof of completion of a CPR course: BLS-Health Care Provider or CPR for Professional Rescuer less than 1 year old.
2. Copy of High School, GED or college transcripts.
3. Successfully meet or exceed the HESI/HP-A2 criteria (requirements listed below)
4. Provide "Roadmap to Success" (from Guidance and Counseling) documenting TSI status.
5. Proof of mandatory immunizations:
 - a. One dose of rubella vaccine after the 1st birthday **or** immunity to rubella (titer) **and**
 - b. Tetanus/ Diphtheria booster within 10 years **and**
 - c. Hepatitis B series (takes 6 months to complete)
 - d. PPD testing within 90 days of beginning the program and **annually thereafter.**
 - e. All students **born on or after 1-1-57** must show proof of:
 - 1) 2 doses of measles vaccine administered on or after their 1st birthday and at least 30 days apart,
 - 2) one dose of mumps vaccine administered after the 1st birthday, **or**
 - 3) immunity to measles and mumps.
 - f. Proof of varicella (chicken pox) vaccination **or** immunity (if you had the chicken pox, a note from someone who has personal knowledge of your illness may be accepted.)
6. Submit a physical exam completed within 6 months prior to course start date.
7. Provide results of an 11 panel drug screen within 6 months prior to course start date.
8. Provide the results of a Criminal Background Check within 6 months prior to course start date.

For EMT-Basic:

1. Application to the EMSP 1401 and 1160 is due to the Nursing Department by December 1st for the Spring semester, May 1st for the Summer semester and August 1st for Fall semester.
2. Successfully meet or exceed the HESI/A2 criteria with a score of 70 or higher. Students must complete the following sections:
 - Math
 - Reading Comprehension
 - Vocabulary/General Knowledge
 - Personality profile/Learning styles

For Advanced EMT/Paramedic:

1. Application to the EMSP 1338, 1355, 1356 and 1166 is due to the Nursing Department no later than August 1st for Fall admission.
2. Successfully meet or exceed the HESI/HP-A2 criteria with a score of 75 or higher. Students must complete the following sections:
 - Math
 - Reading Comprehension

- Vocabulary/General Knowledge
 - Grammar
 - Personality profile/Learning styles
3. Copy of Texas State or NREMT EMT-Basic Certificate.
 4. An overall 2.5 GPA on a 4.0 scale in all college work, both transfer courses and work earned at CTC that will be used on the EMSP degree plan.
 5. All transfer courses accepted in the EMSP curriculum must be a “C” or above. Science courses that are 5 years old must be repeated.

CENTRAL TEXAS COLLEGE
Nursing Department
Emergency Medical Technology
Associate in Applied Science

CURRICULUM

First Year

First Semester			Credit Hours
EMSP	1401	Emergency Medical Technician – Basic	4
EMSP	1160	Clinical – EMT	1
BIOL	2401	Anatomy and Physiology I	4
PSYC	2314	Life Span Growth and Development	3
PHED		Physical Education	1
		<i>Total</i>	<i>13</i>
 Second Semester			
EMSP	1338	Introduction to Advances Practice	3
EMSP	1355	Trauma Management	3
EMSP	1356	Patient Assessment and Airway Management	3
EMSP	1166	Practicum – EMT	1
BIOL	2402	Anatomy and Physiology II	4
ELCT		Elective	3
		<i>Total</i>	<i>17</i>
 Third Semester			
EMSP	2444	Cardiology	4
ENGL	1301	Composition I	3
PSYC	2301	General Psychology	3
		<i>Total</i>	<i>10</i>
 Fourth Semester			
EMSP	2434	Medical Emergencies	4
SPCH		SPCH 1315 or 1318	3
PHED		Physical Education	1
ELCT		Humanities/Fine Arts Elective	3
EMSP	1167	Practicum – EMT	1
		<i>Total</i>	<i>12</i>
 Fifth Semester			
EMSP	2330	Special Populations	3
BIOL	2421	Microbiology	4
ITSC	1409	Integrated Software Applications I	4
		<i>Total</i>	<i>11</i>
 Sixth semester			
EMSP	2143	Assessment Based Management	1
EMSP	1268	Practicum	2
EMSP	2338	EMS Operations	3
		<i>Total</i>	<i>6</i>
GRAND TOTAL HOURS			69

CENTRAL TEXAS COLLEGE
Nursing Department
Emergency Medical Technology
Certificate of Completion

CURRICULUM

First Year

First Semester			Credit Hours
EMSP	1401	Emergency Medical Technician – Basic	4
EMSP	1160	Clinical – EMT	1
		<i>Total</i>	5
 Second Semester			
EMSP	1338	Introduction to Advances Practice	3
EMSP	1355	Trauma Management	3
EMSP	1356	Patient Assessment and Airway Management	3
EMSP	1166	Practicum – EMT	1
		<i>Total</i>	10
 Third Semester			
EMSP	2444	Cardiology	4
EMSP	2434	Medical Emergencies	4
EMSP	1167	Practicum – EMT	1
		<i>Total</i>	9
 Fourth Semester			
EMSP	2330	Special Populations	3
EMSP	2143	Assessment Based Management	1
EMSP	1268	Practicum	2
EMSP	2338	EMS Operations	3
		<i>Total</i>	9
		 GRAND TOTAL HOURS	 33

**CENTRAL TEXAS COLLEGE
EMERGENCY MEDICAL TECHNOLOGY PROGRAM**

Contact Information

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	Fax		254-526-1765

Policies

Disability Policy

The Emergency Medical Technology Program adheres to the Americans with Disabilities Act (ADA). Information on these policies may be found in the CTC Course Catalog and CTC Student Handbook. Although CTC adheres to these policies the student may not find the same accommodations when taking the State or National EMT exams, which are required for certification. Refer to the Texas Department of Health Disability Policy in this packet.

Drug and Alcohol Policy

The Emergency Medical Technology Program adheres to CTC Policies on drug and alcohol use. Information on these policies may be found in the CTC Course Catalog and CTC Student Handbook. In addition a drug screening policy is currently under development in the Nursing Department. Students will be notified when this policy is in place.

Criminal Background Check Policy

Our Clinical sites require all students to complete and submit a criminal background check prior to gaining access to its facilities. Students who have been convicted of the following offenses **will not** be allowed onto clinical sites and this will not be allowed to complete clinical rotations:

1. Criminal Homicide
2. Kidnapping or unlawful restraint
3. Indecency with a child
4. Sexual Assault
5. Injury to a child, elderly individual or disabled individual
6. Abandoning or endangering a child
7. Aiding suicide
8. Agreement to abduct a child from custody
9. Sale or purchase of a child
10. Arson
11. Robbery
12. Aggravated Robbery
13. Assault (Class A or Felony level)
14. Burglary
15. Theft (Felony level)

16. Misapplication of fiduciary property or property of a financial institution (Class A or Felony level)
17. Securing execution of a document by deception (Class A or Felony level)

In addition, the following histories will disqualify an individual from consideration for clinical rotations:

1. Registered Sex Offenders
2. Health and Human Services – Office of Inspector General list of excluded individuals, U.S. General Services Administration excluded parties list, Employee Misconduct Registry, U.S. Treasury – Office of Foreign Assets Control (OFAC) List of Specially Designated Nationals (SDN), Texas Health and Human Services Commission (TX HHSC), Office of Inspector General (OIG), Exclusion List.
3. Felony Convictions
4. Felony deferred adjudications involving crimes against persons (physical or sexual abuse)

All costs of the criminal background check will be the responsibility of the student.

CTC Student Resources

Project Pass:

Student Center Building 106, RM 109

526-1580/1293

Project Pass offers assistance with:

- Free Tutoring
- Textbook Lending
- Financial Child Care assistance
- Study Skills

Disabilities Support Services:

Computer Science Building 121, RM 115

526.1339 TDD 526-1378

Disability Support Services offers Special accommodations for physical disabilities and referral to community agencies for additional services.

Learning Disabilities Services:

Student Center Building 106, RM 107

526-1195

Learning Disabilities Services offers special accommodations for learning disabilities, Dyslexia, Attention Deficit Disorder (ADD or ADHD) and referral for diagnostic testing.

Transportation Assistance Program:

Student Services Building 119, RM 134

526-1357/1189

Transportation Assistance Program offers assistance with transportation.

Single Parent/Homemaker Support:

Student Center Building 106, RM 105C

526-1192

Single Parent/Homemaker Support offers assistance with childcare (Check to see if you qualify) and information on effective parenting.

Career Planning and Placement Services:

Student Services Building 119, RM 127

Career Planning and Placement Services offers help with finding a major or career choice, finding a job and writing a resume.

If the above services do not address the difficulty you are experiencing, please call the Guidance and Counseling office for additional referrals (254-526-1610/104). We want you to be successful, and we'll do all we can to help.



Texas Department of State Health Services

Bureau of Emergency Management

DISABILITY POLICY

The Texas Department of State Health Services, Bureau of Emergency Management, offers the following recommendations regarding the EMT program application process:

It is recommended that all applicants to EMT programs complete an aptitude test battery (e.g. General Aptitude Test Battery (GATB), Differential Aptitude Test (DAT) and a standardized achievement measure (e.g. Woodstock Johnson-Revised Tests of Achievement; Wide Range Achievement Test-Revised). Such measures assess many of the capacities and abilities necessary to competently perform the responsibilities of the EMT such as: general learning ability; verbal, numerical and spatial ability; form and clerical perception; motor coordinator, finger and manual dexterity; eye-hand-foot coordination; color discrimination. In instances where test batteries are not administered prior to admission to EMT training programs, the Bureau recommends that such tests be administered at appropriate times as determined by training program policies. It is also recommended that vocational counselors be available to applicants to interpret the results of the testing and provide guidance in terms of the advisability of proceeding with the EMT training program.

The Bureau requires that a course coordinator review the following with each student upon program entry:

- a. functional job description
- b. certification application procedures
- c. disability policy

<http://www.tdh.state.tx.us/hcqs/ems/jobdesc.htm>

Students and the Americans with Disabilities Act

The Americans with Disabilities Act (ADA) of 1990 has implications for coordinators in the areas of prospective student information, and testing of knowledge and skills competency. Among the many provisions of the ADA are several that pertain specifically to agencies, institutions, and organizations that provide courses or examinations leading to licensure or certification.

This law permits testing that requires the use of sensory, manual, or speaking skills where the tests are intended to measure essential functions of the profession. For example, an applicant with dyslexia could be required to take a written exam if the ability to read is an essential function of the profession, and the exam is designed, at least in part, to measure the ability to read.

A second example is one dealing with skills proficiency verifications that must be performed within established time frames. Performing a skill within a certain time frame can be required if speed of performance is an integral part of the skill being measured. Both the ability to read and the ability to perform skills within time frames are essential functions of an EMT. Therefore, in EMS, a person with a disability may not be denied the opportunity to take an examination; but this person shall be required to take a written exam and pass the skills proficiency verifications within established criteria.

It is very important to have a functional job description which details the essential functions of the profession. One essential function of an EMT is the ability to read and understand small English print under life threatening time constraints. This points out the critical nature of reading in emergency situations. You will find a standardized functional job description in the Appendix E.

Listed below are a few specific points concerning ADA that pertain to those involved in EMS training and education programs:

- Coordinators must review the standard functional job description and the information concerning the ADA, which is found in this section, with every prospective student. Prospective students need to understand the competencies and tasks that are required within the profession *before* entering a training program.
- Students **cannot** be discriminated against on the basis of a disability in the offering of programs or services.
- There can be NO accommodation during screening evaluation or course examinations that will compromise or fundamentally alter the evaluation of skills that are required to function safely and efficiently in the profession. Students who have received an accommodation during the course need to fully understand that there is a separate process for requesting an accommodation for the state written certification exam. The Bureau of Emergency Management will establish eligibility for an accommodation on a case by case basis. In other words, just because a student was allowed an accommodation during the course, does not guarantee an accommodation for the state written certification exam. Documentation confirming and describing the disability must be submitted according to policy for consideration.

Here are four examples of accommodations that *should not* be allowed:

1. You should ***not*** allow additional time for skills with specific time frames. Obviously, patients would suffer due to life threatening conditions in emergency situations.
2. You should ***not*** allow unlimited time to complete a written exam. This request is not considered reasonable because a candidate should be able to complete a test within a finite amount of time.
3. You should ***not*** allow written exams to be given with an oral reader. The ability to read and understand small English print is an essential function of the profession, and written exams are designed, at least in part, to measure that ability.
4. You should ***not*** provide a written exam with a reading level of less than grade eight because the profession requires a reading level of at least grade eight to work safely and efficiently.
 - For most test-takers with a documented learning disability relating to reading decoding or reading comprehension (dyslexia is one example) the standard extension **that could be allowed** for completing a written exam is time-and-a-half. Thus, if the exam is normally administered in two hours, an extra hour could be allowed to complete the exam. This accommodation could be allowed, because the individual would be able to perform the essential functions of the job since the critical nature of reading in emergency situations does not require reading large amounts of material over an extended amount of time, as is required for taking an exam. Also, the reading level of an exam is not impacted by the time requirements of the exam.

Because of the critical nature of the tasks needed in emergency situations, accommodation requests need to be considered very carefully, on case by case basis. The safety and welfare of the community must be insured while providing full protection of the certification applicant's rights. The main question to be considered is: with the accommodation being requested can this individual perform the essential functions of the job safely and efficiently?

Request for Accommodation forms are available along with Certification Application forms from the Regional EMS Office. The Request for Accommodation is also reproduced in Appendix E.

For more information on the Americans with Disabilities Act, you may call the Association on Higher Education and Disability at 614-488-4972 or the Governor's Committee for Persons with Disabilities at 512-463-5739.



Texas Department of State Health Services

FUNCTIONAL POSITION DESCRIPTION ECA/EMT/EMT-I/EMT-P

Introduction

We are providing the following position description for ECA/EMT/EMT-I/EMT-P. This should guide you when giving advice to anyone who is interested in understanding what qualifications, competencies and tasks are required of the ECA/EMT/EMT-I/EMT-P.

Qualifications:

Successfully complete a department approved course. Verification of skills proficiency and achievement of a passing score on the written certification examination.

Must be at least 18 years of age. Generally, the knowledge and skills required show the need for a high school education or equivalent. Ability to communicate verbally; via telephone and radio equipment; ability to lift, carry, and balance up to 125 pounds (250 with assistance); ability to interpret written, oral and diagnostic form instructions; ability to use good judgment and remain calm in high-stress situations; ability to be unaffected by loud noises and flashing lights; ability to function efficiently throughout an entire work shift without interruption; ability to calculate weight and volume ratios and read small print, both under life threatening time constraints; ability to read English language manuals and road maps; accurately discern street signs and address numbers; ability to interview patient, family members, and bystanders; ability to document, in writing, all relevant information in prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and hospital staff as to status of patient. Good manual dexterity, with ability to perform all tasks related to highest quality patient care. Ability to bend, stoop, and crawl on uneven terrain; and the ability to withstand varied environmental conditions such as extreme heat, cold, and moisture. Ability to work in low light and confined spaces.

<http://www.tdh.state.tx.us/hcqs/ems/jobdesc.htm>

COMPETENCY AREAS

ECA Emergency Care Attendant

Must demonstrate competency handling emergencies utilizing all Basic Life Support equipment and skills in accordance with all behavioral objectives in the DOT/First Responder Training Course and the FEMA document entitled “Recognizing and Identifying Hazardous Materials”, and to include curricula on aids to resuscitation, blood pressure by palpation and auscultation, oral suctioning, spinal immobilization, patient assessment, and adult, child, and infant cardiopulmonary resuscitation. The automated external defibrillator curriculum is optional.

EMT Emergency Medical Technician

Must demonstrate competency handling emergencies utilizing all Basic Life Support equipment and skills in accordance with all behavioral objectives in the DOT/EMT Basic curriculum and the FEMA document entitled “Recognizing and Identifying Hazardous Materials”. EMT 1994 curriculum includes objectives pertaining to the use of the pneumatic antishock garment, automated external defibrillator, epinephrine auto-injector and inhaler bronchodilators.

Advanced EMT

Must demonstrate competency handling emergencies utilizing all Basic and Advanced Life Support equipment and skills in accordance with all behavioral objectives in the DOT/EMT Basic and Advanced EMT curriculum. The curriculum will include objectives pertaining to endotracheal intubation.

Paramedic

Must demonstrate competency handling emergencies utilizing all Basic and Advanced Life Support equipment and skills in accordance with all behavioral objectives in the DOT/EMT Basic, Advanced EMT curriculum, and the EMT-P curriculum. The EMT-P has reached the highest level of pre-hospital certification.

Description of Tasks

Receives call from dispatcher, responds verbally to emergency calls, reads maps, may drive ambulance to emergency site, uses most expeditious route, and observes traffic ordinances and regulations.

Determines nature and extent of illness or injury, takes pulse, blood pressure, visually observes changes in skin color, makes determination regarding patient status, establishes priority for emergency care, renders appropriate emergency care (based on competency level); may administer intravenous drugs or fluid replacement as directed by physician. May use equipment (based on competency level) such as but not limited to, defibrillator, electrocardiograph, performs endotracheal intubation to open airways and ventilate patient, inflates pneumatic anti-shock garment to improve patient's blood circulation.

Assists in lifting, carrying, and transporting patient to ambulance and on to a medical facility. Reassures patients and bystanders, avoids mishandling patient and undue haste, searches for medical identification emblem to aid in care. Extricates patient from entrapment, assesses extent of injury, uses prescribed techniques and appliances, radios dispatcher for additional assistance or services, provides light rescue service if required, provides additional emergency care following established protocols.

Complies with regulations in handling deceased, notifies authorities, arranges for protection of property and evidence at scene. Determines appropriate facility to which patient will be transported, reports nature and extent of injuries or illness to that facility, asks for direction from hospital physician or emergency department. Observes patient en route and administers care as directed by physician or emergency department or according to published protocol. Identifies diagnostic signs that require communication with facility. Assists in removing patient from ambulance and into emergency facility. Reports verbally and in writing observations about and care of patient at the scene and in-route to facility, provides assistance to emergency staff as required.

Replaces supplies, sends used supplies for sterilization, checks all equipment for future readiness, maintains ambulance in operable condition, ensures ambulances cleanliness and orderliness of equipment and supplies, decontaminates vehicle interior, determines vehicle readiness by checking oil, gas, water in battery and radiator, and tire pressure, maintains familiarity with all specialized equipment.

CHAPTER 773 Health and Safety Code
EMS RULE 25 T.A.C. 157.4I
PERFORMING ESSENTIAL FUNCTIONS OF THE PROFESSION

Chapter 773 of the Health and Safety Code, Section 773.050(b)(2), mandates the Board of Health to establish minimum standards for rules for EMS personnel certification and performance. Candidates for certification must be able to perform the full range of job functions safely and efficiently. Provisions within EMS rules (25 T.A.C. 157.4I) require a candidate to demonstrate proficiency in skills such as spinal immobilization, intravenous fluid therapy administration, cardiopulmonary resuscitation, etc., as well as, achieve a passing grade on the department's written certification examination.

The word "written" was purposefully included by both the Texas EMS Advisory Council and Board of Health to insure that certified individuals could read. The written portion of the EMS certification examination is designed, in part, to measure an examinee's ability to read.

Being able to read is a skill that constitutes an essential function of the profession since there are many occasions where the ability to read becomes necessary in emergency situations. Being able to read prescriptions and physician's orders, for example, are but two of the anticipated occasions where the ability of EMS personnel to read in emergency situations is essential.

EMS CERTIFICATION TESTING POLICY

Skills Proficiency Verification

A candidate must demonstrate proficiency in all departments' skills. Current TDSHS or NREMT skills sheets and grading criteria shall be used.

Written Examination

A candidate must achieve a passing grade on the department's written certification examination. The written examination shall be administered in the standard written format.

Policy and Standard for Drug Screening and Background Checks

All drug screen tests and background checks must be conducted and verification of satisfactory results received after acceptance but prior to enrollment into the program. The program will honor drug screen and background checks for the duration of the student's enrollment in the college if the participating student as not had a break in enrollment in the college. A break in enrollment is defined as nonattendance of one full semester or more. Following admission to the program, before registration, a student must document eligibility by doing the following:

- A. Submit the actual results of a Criminal Background Check, at the student's own expense, to the Central Texas College EMT Program Director.
The student may go to www.certifiedbackground.com and purchase their background check. Click on "Applicants" then "Order Now" and enter package code EN44. The results of this background check are posted to the CertifiedBackground.com website in a secure, tamper-proof environment, where the applicant, as well as the organizations can view the results. The student will pay \$20.00, plus an additional \$14.00 for every county lived in for the last 7 years. The student will receive a password within 48-72 hours.
- B. Submit the actual negative results of a Drug Screen, at the student's expense, to the EMT Program Director.
- C. Sign a release of information for the Criminal Background Check and Drug Screen results, if negative, to be released to the facilities to which the student is assigned for clinical experiences during the enrollment program.
- D. Sign a statement agreeing to
 1. Inform the Director and/or facility if criminal activity or substance abuse occurs after the initial Criminal Background check and Drug Screen it done.
 2. A "for cause" Drug Screen.

Each student must bear the cost of these requirements. Neither the college nor hospitals provide medical coverage or workman's compensation for emergency illness or injury. Medical coverage is the responsibility of the student.

HESI HP-A2 Nursing Test

The HESI Admission Assessment (HP-A2) exam is a computerized test that can include up to five academic exam sections. CTC School of Nursing requires applicant's to take the following sections:

- Math
- Reading Comprehension
- Vocabulary/General Knowledge
- Grammar
- Personality profile / Learning styles

CTC does not require the A&P, Grammar, Biology, Physics, or Critical Thinking sections. Testing Services will not administer the exam for students who are applying to a different school.

The computerized HESI/HP-A2 is offered at CTC-Testing Services.

- Building 111, Rm. 232
- Third Friday of every month (excluding December)
- Physical Address: 6200 W. Central Texas Expy, Killeen TX. 76549

To Schedule a Test

- All exams must be pre-arranged with our office.
- Call our office at 254-526-1238 or call the main campus lab at 254-526-1289; select Option #1
- Office hours 7:30 am-5:30pm.

Test Fee and Payment

- Cost of test is \$30
- Payment method:
 - Cash or personal check...if paying day of test
 - Credit Card...if paying in advance (must go to business office located in bldg. 119)
 - **NO REFUNDS WILL BE GIVEN**

Things to bring on test day

- Photo ID (such as Driver's License or Student ID)
- Payment (if paying with cash or personal check)
- Copy of Payment Receipt (if paid with credit card)

Things NOT to Bring

- Calculator – not permitted.
- Textbooks, Study Guides, any form of reference material
- Scratch paper or pencils – Testing Services will provide

Score Reports

- Students will be able to view scores at the time the test is completed.
- CTC Department of Nursing will have access to the score reports.
- Should student need a copy of the report, they can access the report online at the HESI website. Within a month your scores will be sent to the email address associated with your Evolve account

Repeat Test

- You may take the exam twice. If you fail twice you must remediate for 5 months before being eligible to retake the exam.

Study Guides

- HESI Study Guide - "Admission Assessment Exam Review", ISBN # 9781416056355
- Price \$36.95 plus tax

FAQ'S

How can I prepare?

Review related class notes and/or nursing entrance exam review books. HESI publishes a review book specifically for this exam. If you have taken the exam previously, you can review content related to missed items through the website: www.hesiinet.com You **MUST** set up your Evolve account prior to arriving on test day. To do this go to <http://www.hesiinet.com>, click on "Take my exam", then "I do not have an Evolve account". After filling in your personal information you will be given your user name and password. Remember this in order to expedite your login on test day.

Is the test timed?

At CTC Testing Services there is a maximum time of three and one-half hours to complete these required sections. Most students easily complete the required exams. If you are considering other schools besides CTC and need to take more sections, you may want to test at a Prometric Testing Center where additional time is allowed.

Can I use a calculator for the math exam?

There is a drop-down calculator in the exam that may be used. No scientific or programmable calculators are allowed.

**CENTRAL TEXAS COLLEGE
EMT PROGRAM ADMISSIONS CHECKLIST
DATE AND INTIAL UPON COMPLETION:**

- _____ Acceptance to Central Texas College
- _____ Complete and submit the CTC EMT Application
- _____ Meet with a CTC Guidance Counselor regarding Degree Plan – have all official or unofficial college and/or university transcripts for this appointment.
- _____ Submit all previous official college and/or university transcripts to the CTC Records and Registration Department. A release form must be signed for transcripts to be sent to the CTC Department of Nursing/EMT Program
- _____ Complete the Texas Success Initiative (TSI) requirements (Waiver is acceptable for Certification Applicants)
- _____ Submit all application materials to the EMT Program by the published deadline
 - _____ Proof of completion of a CPR course: BLS-Health Care Provider or CPR for Professional Rescuer less than 1 year old.
 - _____ Copy of High School, GED or college transcripts
 - _____ Provide “Roadmap to Success” (from Guidance and Counseling) documenting TSI status
 - _____ Successfully complete or exceed the HESI/HP-A2 criteria “testing requirement”
 - _____ Proof of mandatory immunizations:
 - _____ One dose of rubella vaccine after the 1st birthday **and** one dose of mumps vaccine administered after the 1st birthday **and** 2 doses of measles vaccine administered on or after their 1st birthday and at least 30 days apart **or** immunity to measles, mumps and rubella (titer)
 - _____ Tetanus/ Diphtheria booster within 10 years
 - _____ Hepatitis B series (takes 6 months to complete)
 - _____ PPD testing within 90 days of beginning the program and **annually thereafter.**
 - _____ Proof of varicella (chicken pox) vaccination **or** immunity (if you had the chicken pox, a note from someone who has personal knowledge of your illness may be accepted.)
 - _____ Submit a physical exam completed within 6 months of course start date.
 - _____ Provide results of an 11 panel drug screen completed within 6 months of course start date
 - _____ Provide the results of a Criminal Background Check completed within 6 months of course start date

Advanced EMT/Paramedic Applicants

- _____ Provide a copy of Texas State and/or National Registry EMT-Basic Certification.

Central Texas College
Paramedic Program

ADN Program _____
VN Program _____
EMT-P Program _____
EMT-B Program _____

CENTRAL TEXAS COLLEGE
DEPARTMENT OF NURSING
PHYSICAL EXAMINATION FORM
(To be filled out by applicant)

IDENTIFYING INFORMATION:

Name: _____ Enrollment Date: _____

Home Address: _____ Telephone: _____

PERSONAL & FAMILY HISTORY: (To be filled out by student)
(Mark yes or no. If yes, please explain your condition.)

Chicken Pox _____
Back Pain _____
Tuberculosis _____
Diabetes _____
Heart Trouble _____
Stomach Trouble _____
Asthma, Hayfever, Hives _____
Epilepsy, Seizure, Fainting _____
Mental Illness _____

Have you any chronic illness: No Yes Nature _____

Attending Physician _____ Date Last Seen _____

List medications you are presently taking prescribed by a physician: _____

What operations or diseases have you had? Give dates when possible _____

Any known reactions to "shots" or medicines? _____ If yes, explain _____

Family Physician: _____
NAME ADDRESS TELEPHONE

Please print or type name _____

PHYSICAL EXAMINATION
(To be filled out by your physician)

NAME: _____ SEX: M ___ F ___ WEIGHT _____ HEIGHT _____

VISION: Uncorrected R20/ L20/
 Corrected R20/ L20/
 Color Vision Normal/Abnormal

Check under the appropriate column.	If abnormal, explain.
NORMAL	ABNORMAL
HEARING: _____	_____
SKIN: _____	_____
THROAT: _____	_____
TEETH: _____	_____
LUNGS: _____	_____
HEART: _____	_____
ABDOMEN: _____	_____
KIDNEYS & BLADDER: _____	_____
THYROID: _____	_____
GLANDS: _____	_____
SPINE: _____	_____
EXTREMITIES: _____	_____
REFLEXES: _____	_____

REQUIRED FOR ADMISSION: All students born on or after 1-1-57 must show proof of: 1) 2 doses of measles vaccine administered on or after their 1st birthday and at least 30 days apart, 2) 1 dose of mumps vaccine administered after 1st birthday or 3) immunity to measles and mumps. All students must show proof of either 1) 1 dose of rubella vaccine after 1st birthday or 2) immunity to rubella, 3) Hep B series, 4) Varicella (Chicken Pox) vaccine/titer or documentation of having had the disease.

DIPHTHERIA/TETANUS _____ (must be within last 10 years)	Date of Positive Titer _____
MEASLES 1st dose _____ 2nd dose _____	or positive titer _____
MUMPS _____	or positive titer _____
RUBELLA _____	or positive titer _____
HEP B 1st dose/date _____ 2nd dose/date _____ 3rd dose/date _____	
CHICKEN POX Documentation _____ Varicella Immunization _____	Titer _____

Other requirements:

PPD SKIN TEST OR CHEST X-RAY IF SKIN TEST IS POSITIVE (Must be within 90 days of beginning the program for ADN, VN and EMT-P.)

Date _____ Results _____ MM Date _____ Results _____

CLASSIFICATION FOR PHYSICAL ACTIVITIES: A. Unlimited B. Limited (Explain)

(Paramedic Students - Ability to lift, carry, and balance up to 125 pounds (250 with assistance); ability to work effectively in an environment with loud noises and flashing lights. Good manual dexterity, ability to bend, stoop, and crawl on uneven terrain, withstand varied environmental conditions such as extreme heat, cold, and moisture.)

ALLERGIES: _____

_____ Date of Physical Signature of M.D./D.O./Nurse Practitioner/Physician Assistant

_____ If Physician Assistant Printed or typed name list name of supervising MD

Central Texas College
Emergency Medical Technology Program
APPLICATION for ADMISSION

Name (Please Print): _____ Social Security Number: _____

Last, First, MI

List other names in which transcripts may be listed: _____

Address _____

Street/P.O. Box/Apt #

City

State

Zip

Telephone Number: (Work) (____) _____ (Home) (____) _____ e-mail _____

Do you plan to register for? ___Certificate Program ___Associate Degree Program ___EMT BASIC ___ EMT PARAMEDIC

Is English your Native Language? (circle one) YES NO

ADMISSION REQUIREMENTS

All applicants for the program must follow the regular procedures for admission to Central Texas College. ASSET requirements apply to those taking the AAS credit courses. All Community Foreign students whose native language is not English must have TOEFL scores of 560 on the paper-based test or 83 on the Internet-based test (IBT). Test scores may not be older than two years. In addition, the following is required of all applicants for admission to the Emergency Medical Technology Program and must be on file in the EMT office prior to registration.

All students applying for EMT-B or Paramedic courses must:

1. Apply for admission to CTC (Bldg. 119).
2. Successfully complete or exceed the HESI/HP-A2 criteria
3. Attach a copy of your High School or GED transcript and provide a copy of transcripts from all colleges attended.
4. Provide Proof of completion of the BLS-HCP from the American Heart Association or Professional Rescuer from the American Red Cross CPR course <1 year old.
5. Provide proof of the following immunizations: MMR1 & 2, Tetanus/Dip <10 years old, PPD results <90 days old, Hep B series and chicken pox (if you had the chicken pox, a note from a person who has personal knowledge of your illness may be accepted).
6. Be TSI compliant or waived.
7. Complete a physical examination within 6 months prior to course start date and provide attached form with this application.
8. Provide results of an 11 panel drug screen within 6 months prior to course start date.
9. Provide results of a Criminal Background Check within 6 months prior to course start date.

Additional Requirements for Paramedic Candidates Only:

Deadline:

August 1 for Fall Admission.

December 1 for Spring Admission

Note: Class will be limited to 50 candidates. Your name will not be added to the class list until application and all required documents are provided to the EMS Dept.

1. Provide a copy of Texas State or National Registry EMT-Basic Certification.

Signature: _____

Date: ____ / ____ / ____

Central Texas College District does not discriminate in admissions, access to, treatment or employment in its programs and activities on the basis of race, color, religion, national origin, gender, disability, age or veteran status. Disclosure of the Social Security number is required for admission Emergency Medical Technology. Affiliated clinical agencies require the student Social Security number in order to approve placement of students in their facility. The Department of Nursing policy requires the student to be eligible to attend all affiliated clinical sites and does not provide special placement. Central Texas College will not locate or provide alternative sites for clinical rotations for students ineligible to attend clinical rotations at the specified sites. Clinical rotations are completed at sites specified by and contracted with Central Texas College.