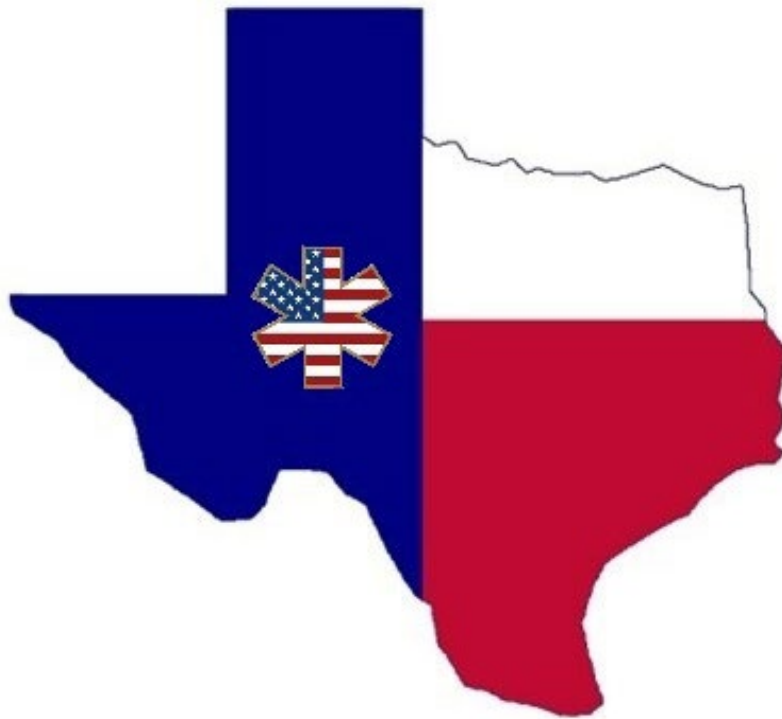


# Central Texas College

PARAMEDICINE PROGRAMS



EMT / PARAMEDIC  
PROGRAM

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

- \_\_\_\_\_ Acceptance to Central Texas College
- \_\_\_\_\_ Complete and submit the CTC EMT Application, Criminal History Disclosure and Agreement, and Release of Liability (pgs. 23-25)
- \_\_\_\_\_ Submit High School/GED transcripts and all previous official college and/or university transcripts to the CTC Records and Registration Department. The CTC Department of Nursing and Allied Health/EMT Program will be able to access this document once it has been entered into the system.
- \_\_\_\_\_ Submit all application materials to the EMT Program
- \_\_\_\_\_ Proof of completion, less than 1 year old, of a CPR course: American Heart Association BLS-Health Care Provider.
  - \_\_\_\_\_ Successfully complete or exceed the HESI/HP-A2 criteria “testing requirement” (pgs. 5, 18-19)
  - \_\_\_\_\_ Proof of mandatory immunizations:
    - \_\_\_\_\_ Two dose of rubella vaccine after the 1<sup>st</sup> birthday **and** one dose of mumps vaccine administered after the 1<sup>st</sup> birthday **and** 2 doses of measles vaccine administered on or after their 1<sup>st</sup> birthday and at least 30 days apart **or** immunity to measles, mumps and rubella (titer)
    - \_\_\_\_\_ Tetanus/ Diphtheria/Pertussis booster within 10 years
    - \_\_\_\_\_ Hepatitis B series (takes 6 months to complete)
    - \_\_\_\_\_ Tuberculosis Documentation of negative screening results for tuberculosis (TB. Students must complete one of the following TB tests **no more than 30 days prior** to the program start date: 2-Step Tuberculin Skin Test; QuantiFERON®-TB Gold In-Tube test (QFT-GIT or Q-Gold) or T-SPOT®TB test (T-Spot) and **annually thereafter.**
    - \_\_\_\_\_ Proof of varicella (chicken pox) vaccination **or** immunity.
    - \_\_\_\_\_ Proof of Meningitis (The Texas legislature passed a law requiring ALL entering students younger than 22 years of age to have an initial bacterial meningitis or booster during the five-year period preceding and a least 10 days prior to the first day of the first semester or submit and affidavit for an exemption. Vaccinations older than 5 years will require a booster. For information on exemptions refer to the CTC catalog.)
  - \_\_\_\_\_ Submit a physical exam completed within 6 months prior to course start date. (pgs. 21-22)
  - \_\_\_\_\_ Provide results of an 11 panel drug screen and Background check within 6 months prior to course start date. (pgs. 8-11)

**Paramedic Applicants**

- \_\_\_\_\_ Complete all requirements listed above
- \_\_\_\_\_ Successfully complete or exceed the HESI/HP-A2 criteria “testing requirement” (pgs. 5, 18-19)
- \_\_\_\_\_ Provide a copy of Texas State and/or National Registry EMT-Basic Certification.

**All Accepted Applicants**

- \_\_\_\_\_ Attend Success Camp for EMS Students.

CENTRAL TEXAS COLLEGE  
DEPARTMENT OF HEALTH SCIENCES  
PARAMEDICINE PROGRAM  
EMT/PARAMEDIC

I. GENERAL INFORMATION

The Emergency Medical Technology Program is a two-year, 60 credit hour program that leads to an Associate in Applied Science degree.

The Central Texas College Emergency Medical Technology Program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Commission on Accreditation of Allied Health Education Programs  
9355 - 113th St. N, #7709  
Seminole, FL 33775  
727-210-2350  
[www.caahep.org](http://www.caahep.org)

To contact CoAEMSP:  
8301 Lakeview Parkway  
Suite 111-312  
Rowlett, TX 75088  
214-703-8445  
FAX 214-703-8992  
[www.coaemsp.org](http://www.coaemsp.org)

EMSP 1401 (Emergency Medical Technician) 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.

Completion of EMSP 1338, 1355, 1356, 2206, 2262, 2444, 2434, 2263, 2330, 2143, 2164 & 2305 and successful completion of final exit written and psychomotor exams 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/DSL courses).  
[http://www.ctcd.edu/catalogs/2011\\_2012\\_TX/texas1.pdf#page=13](http://www.ctcd.edu/catalogs/2011_2012_TX/texas1.pdf#page=13)

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/2011\\_2012\\_TX/texas1.pdf#page=13](http://www.ctcd.edu/catalogs/2011_2012_TX/texas1.pdf#page=13)

**Department of Nursing and Allied Health 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.  
[http://www.ctcd.edu/catalogs/2011\\_2012\\_TX/texas1.pdf#page=18](http://www.ctcd.edu/catalogs/2011_2012_TX/texas1.pdf#page=18)

II. ADMISSION REQUIREMENTS

All applicants for the program must follow the regular procedures for admission to Central Texas College. Texas Success

Initiative (TSI) Assessment 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.

Effective January 1, 2012, Texas Senate Bill 1107 passed in June 2011 required all students attending an institution of higher education in Texas to provide evidence of vaccination against bacterial meningitis during the five-year period and at least 10 days prior to the first day of the semester or submit an affidavit for an exemption. A student is defined as any new student to CTC or a returning student who enrolls following a break in enrollment of at least one fall or spring semester and who is under the age of 22 and is not solely enrolled in distance learning online courses, continuing education courses less than 360 contact hours, dual credit classes taught on a high school campus, or classroom courses taught outside Texas.

CTC has chosen the services of Magnus Health SMR (Student Medical Record), a web-based system for tracking and storing the bacterial meningitis immunizations and exemption. More information about the Bacterial Meningitis requirement can be found on the CTC website.

Students who do not submit the required documentation will not be allowed to register until the requirement is fulfilled.

**All students:**

1. Submit completed Program Application, Criminal History Disclosure and Agreement, and Release of Liability. (pgs. 21-24)
2. Proof of American Heart Association BLS-Health Care Provider.
3. Copy of High School/GED **and** college transcripts.
4. Proof of mandatory immunizations:
  - a. One dose of rubella vaccine after the 1<sup>st</sup> birthday **or** immunity to rubella (titer) **and**
  - b. Tetanus/ Diphtheria/Pertussis booster within 10 years **and**
  - c. Hepatitis B series (takes 6 months to complete)
  - d. Documentation of negative screening results for tuberculosis (TB) is required. Students must complete one of the following TB tests no more than 30 days prior to the program start date: 2-Step Tuberculin Skin Test; QuantiFERON®-TB Gold In-Tube test (QFT-GIT or Q-Gold) or T-SPOT®TB test (T-Spot). Thereafter a 2-Step Tuberculin Skin Test; QuantiFERON®-TB Gold In-Tube test (QFT-GIT or Q-Gold) or T-SPOT®TB test (T-Spot). is required annually. If a history of positive PPD, then a chest x-ray or QuantiFERON®-TB interpretation must be current and updated each year. Some affiliated clinical facilities may require further documentation including a follow-up chest x-ray.
  - 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 1<sup>st</sup> birthday and at least 30 days apart,
    - 2) one dose of mumps vaccine administered after the 1<sup>st</sup> birthday, **or**
    - 3) immunity to measles and mumps.
  - f. Proof of varicella (chicken pox) vaccination **or** immunity.
  - g. Ability to obtain a influenza vaccination
5. Submit a physical exam completed within 6 months prior to course start date. (pgs. 21-22)
6. Provide results of 11 panel drug screen and Background check within 6 months prior to course start date. (pgs.10-13)
7. Attend Success Camp hosted by the Department of Nursing and Allied Health, Emergency Medical Technology program.

**For EMT:**

1. Application to the EMT Courses.

**For Paramedic:**

1. Application to the Paramedic Program.
2. Successfully meet or exceed the HESI/HP-A2 criteria with a score of 70 or higher. Students must complete the following sections:
  - Math
  - Reading Comprehension
  - Vocabulary/General Knowledge
  - Grammar
  - Anatomy & Physiology (does not impact pass or fail)
  - Personality profile/Learning styles
3. Copy of Texas State or NREMT EMT Certificate.
4. An overall 3.0 GPA on a 4.0 scale in transfer courses that will be used on the EMSP degree plan.

### **Paramedic Transfer Students**

A transfer student is a person who attended another paramedic program and transferred course credit for advanced placement in Central Texas College's EMS program.

Students who provide evidence of academic credit in paramedic level course work from a Nationally (CAAHEP/CoAEMSP), fully accredited college(s) or university(ies) in good standing at the time of the student's attendance may be eligible for admission and advanced placement in Central Texas College Emergency Medical Services program if all transfer requirements have been satisfied. Final decision of acceptance will be made by the EMS Admissions and Standards committee.

- Must meet general admission requirements of CTC, the Department of Nursing and Allied Health, and the requirements of the Paramedic Program.
- Applicants will be evaluated on an individual basis by the EMS Admissions and Standards committee.
- Admission is contingent upon space availability.
- Applicants who do not meet the specified requirements may apply for admission to the program.
- All applicants that transfer from another nationally (CAAHEP/CoAEMSP), accredited college (s) or university (ies) will be required to have two (2) satisfactory references from their previous program.
- A Student Consent for Release of Academic Records for entry into Central Texas College EMS program for previous programs attended will be required.
- All transfer credit requires a grade of 'B' or above.
- EMSP courses used for transfer for advanced placement must have been completed in the past year. Science courses must have been completed in last five years. All other admission policies apply.
- Applicants for transfer may be asked to verify academic standing and/or clinical skills by written examination and/or practical demonstration in the learning laboratory.
- Students must complete the Paramedic Program within two years of first time enrollment in EMSP 1355 or its equivalent.
- Transfer students who have failed in another paramedic program are eligible to seek entry into the CTC EMS program. These students are admitted with the understanding that readmission will be denied following any two EMSP course failures.
- Admission to the Paramedic program after failure in another college or university EMS program will be allowed provided the student is eligible for readmission to the failed program or recommended by the previous EMS Program Director. Official letters from the failed program are required for validation.
- Central Texas College reserves the right to require students to demonstrate competency through satisfactory completion of coursework, certification, challenge or exemption exams, or experiential learning.

### **Advanced Placement**

An advanced-placement option is available for students currently holding a current National Registry EMT, Advanced EMT, or Paramedic certification who have a desire to obtain an Associate in Applied Science in Emergency Medical Technology degree or an Emergency Medical Technology Certification. Through an assessment of professional certifications and previous professional experience, and/or through military experience and evaluation, you may be eligible to exempt up to a maximum of 33 credit hours toward the A.A.S. degree or certification in Emergency Medical Technology. Central Texas College reserves the right to require students to demonstrate competency through satisfactory completion of coursework, certification, challenge or exemption exams, interview with faculty and director or experiential learning. Each student's certification and experience will be reviewed on an individual basis. Final decision of credit/course award/acceptance will be reviewed on an individual basis and made by the EMS Admissions and Standards committee. All advanced placement students will be required to meet all goals, student minimums and clinical expectations of the program regardless of entry point into the program.

CENTRAL TEXAS COLLEGE  
DEPARTMENT OF NURSING & ALLIED HEALTH  
Emergency Medical Technology  
Associate in Applied Science

CURRICULUM

Pre-Requisites			Credit Hours
EMSP	1401	Emergency Medical Technician	4
EMSP	1160	Clinical – EMT	1
BIOL	2401	Anatomy and Physiology I	4
PSYC	2314	Life Span Growth and Development	3
			<i>Total</i> 12
First Semester			
EMSP	1356	Patient Assessment and Airway Management	3
EMSP	1355	Trauma Management	3
EMSP	2206	Emergency Pharmacology	2
BIOL	2402	Anatomy and Physiology II	4
			<i>Total</i> 12
Second Semester			
EMSP	1338	Introduction to Advances Practice	3
EMSP	2444	Cardiology	4
EMSP	2434	Medical Emergencies	4
EMSP	2262	Clinical - Paramedic	2
			<i>Total</i> 13
Third Semester			
BIOL	2420	Microbiology for Non-Science Majors	4
EMSP	2330	Special Populations	3
EMSP	2143	Assessment Based Management	1
EMSP	2263	Clinical - Paramedic	2
EMSP	2305	EMS Operations	3
			<i>Total</i> 13
Fourth Semester			
PSYC	2301	General Psychology	3
ENGL	1301	Composition I	3
EMSP	2164	Practicum/Field Experience	1
ELCT		Humanities/Fine Arts Elective	3
			<i>Total</i> 10
<b>GRAND TOTAL HOURS</b>			<b>60</b>

CENTRAL TEXAS COLLEGE  
DEPARTMENT OF NURSING & ALLIED HEALTH  
Emergency Medical Technology  
Certificate of Completion

CURRICULUM

Pre-Requisites			Credit Hours
EMSP	1401	Emergency Medical Technician	4
EMSP	1160	Clinical – EMT	1
		<i>Total</i>	5
 First Semester			
EMSP	1356	Patient Assessment and Airway Management	3
EMSP	1355	Trauma Management	3
EMSP	2206	Emergency Pharmacology	2
		<i>Total</i>	8
 Second Semester			
EMSP	1338	Introduction to Advances Practice	3
EMSP	2444	Cardiology	4
EMSP	2434	Medical Emergencies	4
EMSP	2262	Clinical - Paramedic	2
		<i>Total</i>	13
 Third Semester			
EMSP	2330	Special Populations	3
EMSP	2143	Assessment Based Management	1
EMSP	2263	Clinical - Paramedic	2
EMSP	2305	EMS Operations	3
		<i>Total</i>	9
 Fourth Semester			
<i>(5 weeks)</i>			
EMSP	2164	Practicum/Field Experience	1
		<i>Total</i>	1
 <b>GRAND TOTAL HOURS</b>			 <b>36</b>

**CENTRAL TEXAS COLLEGE  
EMERGENCY MEDICAL TECHNOLOGY PROGRAM**

**Contact Information**

Dr. Ronald J. Johnson	Medical Director	<a href="mailto:rjohnson@ctcd.edu">rjohnson@ctcd.edu</a>	254-526-1795
Julie Jordan	Program Director	<a href="mailto:jjordan@ctcd.edu">jjordan@ctcd.edu</a>	254-526-1888
Phillip Bannister	Paramedic Lead Instructor/Coor	<a href="mailto:pbannister@ctcd.edu">pbannister@ctcd.edu</a>	254-526-1710
Cameron Cooper	Paramedic Lead Instructor/Coor	<a href="mailto:ccooper2@ctcd.edu">ccooper2@ctcd.edu</a>	254-526-3039
Tim Rabroker	EMT Lead	<a href="mailto:trabroker@ctcd.edu">trabroker@ctcd.edu</a>	254-526-1885
Teresa Johnson	EMS Clinical Coordinator	<a href="mailto:tjohnson@ctcd.edu">tjohnson@ctcd.edu</a>	254-526-3042
Lacey Moore	EMT/Paramedic Clerk III	<a href="mailto:lmoore@ctcd.edu">lmoore@ctcd.edu</a>	254-526-1266
	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.

**Medical Coverage Policy**

Each student must bear the cost of all medical coverage 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.

**Re-Admission Policy for EMT and Paramedic Students**

- A student may be re-admitted to an EMS course ONCE following a failure due to poor academic performance or withdrawal from an EMS course. Students will NOT be readmitted to the EMS or Paramedic program if he/she has been removed from class or clinical rotations due to unprofessional behavior, academic dishonesty or patient endangerment. This applies to the following EMSP courses: EMSP 1401, 1160, 1338, 1355, 1356, 2206, 2444, 2434, 2262, 2330, 2143, 2263, 2305, and 2164.
  - Failure of two EMSP courses will result in ineligibility for readmission.
  - If a student has been readmitted following an EMSP course failure and subsequently withdraws from an EMSP course because of extenuating circumstances, the student may be readmitted if in a passing status at time of withdrawal.
  - The procedure for readmission follows the department policy.
- No longer than twelve (12) months may elapse between completion of an EMS course and enrollment in the subsequent course.
- Consideration for course readmission:
  1. Written notification at least one month in advance to the EMS Program Director that the student desires to reenter the EMS program should include:
    - Student name.
    - EMSP course name(s) and the course synonym number(s) to which seeking readmission.
    - Reason(s) for lack of success/progress in the course(s).
    - Plan for success if readmitted (be specific please).
    - Semester and year seeking readmission.
    - Student signature and date.
  2. The recommendation of the EMSP Admission and Standards Committee. A student interview may be required.
  3. A minimum cumulative grade point average of 2.5.

- Re-admission decision will be determined by the EMS Admissions and Standards committee.
- Re-admission written assessment and practical skill assessment will be conducted to determine entry point.
- After an applicant has been accepted for readmission, the student will follow general Department of Nursing and Allied Health policies found in the Paramedic Student Handbook.
- If the course that requires re-admission is a co-requisite with other courses in that semester, the student may be required to re-admit in all courses for that semester.
- Students must complete the Paramedic Program within two years of first time enrollment in EMSP 1355 or its equivalent.

### **Drug and Alcohol Policy and Standard**

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.

The following drugs will be screened effective January 2010 for incoming students.

- Amphetamine (AMP) with cut-off level 1000 ng/ml
- Barbiturate (BAR) with cut-off level 300 ng/ml
- Benzodiazepines (BZD) with cut-off level 300 ng/ml
- Cocaine (COC) with cut-off level 300 ng/ml
- Marijuana (THC) with cut-off level 50 ng/ml
- Methadone (MAD) with cut-off level 300 ng/ml
- Methaqualone
- Opiates (OPI) with cut-off level 2000 ng/ml
- Oxycodone (OXY) with cut-off level 100 ng/ml
- Phencyclidine (PCP) with cut-off level 25 ng/ml
- Propoxyphene

### **Criminal Background Check Policy and Standard**

Our Clinical sites require all students to complete and submit a criminal background check prior to gaining access to its facilities. Students who are not eligible to participate at a particular clinical site due to their background, will be removed from the program, there are no clinical exceptions that will be made. Students who have been convicted of the following offenses **will not** be allowed onto clinical sites and thus 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)
5. Substance abuse offences, as described in Health and Safety Code, Chapter 481, for which punishment is increased under:
  - (a) Health and Safety Code §481.140, regarding the use of a child in the commission of an offense; or
  - (b) Health and Safety Code §481.134(c), (d), (e), or (f), regarding an offense committed within a drug free zone, if it is shown that the defendant has been previously convicted of an offense for which punishment was increased under one of those subsections.

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

All student Drug Screens and Background Checks will be conducted through StudentCheck:

The Department of Nursing and Allied Health 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. Students that are not permitted to attend clinical rotations at a specified clinical rotation due to background, disciplinary reasons or safety reasons is not permitted to continue progression within the EMS program. Student will either be denied entry into the program or will be removed from the EMS program (if already attending the EMS program) without eligibility to return to the program. Clinical rotations are completed at sites specified by and contracted with Central Texas College and are determined by semester and by the EMS Curriculum committee.

# StudentCheck

## INSTRUCTIONS FOR OBTAINING YOUR BACKGROUND CHECK and DRUG SCREENING FOR A CLINICAL EDUCATION PROGRAM

### Central Texas College EMS Training Background Check and Drug Screen

Background checks and drug screens are required on incoming students to ensure the safety of the patients treated by students in the clinical education program. You will be required to order your background check and complete the drug screening in sufficient time for it to be reviewed by the program coordinator or associated hospital prior to registering for your EMS courses. A background check typically takes 3-5 normal business days to complete, and turnaround time of drug screening results is determined by a variety of factors. The background checks are conducted by PreCheck, Inc., a firm specializing in background checks for healthcare workers. The drug screening service is conducted by E-Screen/Pembroke. All orders **MUST** be placed online through StudentCheck.

Go to [www.mystudentcheck.com](http://www.mystudentcheck.com) and select your School and Program from the drop down menus for School and Program. It is important that you select your school worded as **Central Texas College-EMSTraining Background Check and Drug Screen**.

Complete all required fields as prompted and hit Continue to enter your payment information. The payment can be made securely online with a credit card or debit card. You can also pay by money order, but that will delay processing your background check until the money order is received by mail at the PreCheck office. **Texas** residents will pay **\$103.38** and New Mexico residents will pay \$102.42. Residents in all other states will pay \$95.50 for your records, you will be provided a receipt and confirmation page of background check and drug screening through PreCheck, Inc.

### Drug Screening

You must pre-register for drug screen collections before heading to a collection lab.

- If you pay by credit card, the link to the instructions for pre-registration will be provided at the confirmation page after you complete your order.
- If you are paying by money order, you will be emailed instructions to obtain your drug screen once payment has been received.

Note on Drug Screen Collection Pre-Registration and Appointments: The process only pre-registers you for a drug screen and does NOT set up an appointment time with the collection site. Collection sites have different policies on setting up appointments for drug screening. For your convenience, we recommend calling your chosen collection site ahead of time to set up an appointment. It is your responsibility to pre-register and complete the drug screen in the time frame required.

For most students, the Electronic Chain of Custody (ECOC) process will register them to a collection site instantly; however the location of some students may require a paper Chain of Custody Form to be mailed to get a collection site closer to your location. Please be sure to pre-register with enough time for mailing if necessary.

Pre Check will not use your information for any other purposes other than the services ordered. Your credit will not be investigated, and your name will not be given out to any businesses.

### FREQUENTLY ASKED QUESTIONS:

- Does PreCheck need every street address where I have lived over the last 7 years? No. Just the city and state.
- I selected the wrong school, program, or need to correct some other information entered, what do I do? Please email [StudentCheck@PreCheck.com](mailto:StudentCheck@PreCheck.com) with the details.
- How long does the background check take to complete? Most reports are completed within 3-5 business days.
- How long does the drug screening take to complete? Screening can be impacted by a variety of factors.
- Do I get a copy of the background report? Yes. Log into [www.mystudentcheck.com](http://www.mystudentcheck.com) and click on “Check Status”, and enter your SSN and DOB. If your report is complete, you may click on the application number to download and print a copy. This feature is good for 90 days after submittal. After 90 days, you will be charged \$14.95 for a copy of your report, and will need to contact PreCheck directly to request this.
- Do I get a copy of the drug screening? Your school or clinical site may have a designated administrator who receives results via fax or through e-results, however if they direct you to contact PreCheck please email your name, request and the last 4 digits of your SSN to [studentcheck@precheck.com](mailto:studentcheck@precheck.com). We will advise you of where we house the results.
- I have been advised that I am being denied entry into the program because of information on my report and that I

should contact PreCheck. Where should I call? Call PreCheck's Adverse Action hotline at 800-203-1654. Adverse Action is the procedure established by the Fair Credit Reporting Act that allows you to see the report and to dispute anything reported.

If you need further assistance, please contact PreCheck at [StudentCheck@precheck.com](mailto:StudentCheck@precheck.com)

## CTC Student Resources

### Academic Studio:

The Central Texas College Academic Studio – Student Success Center (AS-SSC) provides comprehensive services that support student success and goal completion. Tutoring services; academic advising; information and resource referrals; college success and study skills workshops, and textbook and childcare assistance for qualified Career and Technical Education students make the AS-SSC the premier one-stop location for all of your student needs.

#### The AS-SSC offers a variety of services including:

- One-on-one tutoring in a variety of subjects for both online and face-to-face courses.
- Assistance with exam preparation and study skills (time management, note taking, etc.).
- Proofreading and assistance with speeches, outlines, presentations and projects.
- Information and resource referrals for internal and external services.
- Drop-in Advising services provide counseling and degree program assistance.
- Laptops, tablets and calculators are available for student check-out (in Studio use only).
- Textbook Lending and Child Care assistance for qualified Career/Technical students.
- Computer access, Wi-Fi, printing services, free supplies and project materials.

**Located on the second floor of the Student Center, building (106), the Academic Studio – Student Success Center's engaging and student friendly environment make it ideal for study, research, homework or projects and is equipped with:**

- Desktop Computers with headphones for homework, studying, research and lab work.
- Collaborative group study tables w/charging stations and large view monitors.
- Comfortable seating and flexible furnishings for one-on-one tutoring or group work.
- A student support meeting room for mentoring, information, resources and services.
- Balcony seating for quiet reading, conversation or studying with friends.
- A student-friendly courtesy cart for coffee, water and other refreshments.

#### Hours of operation

<b>Fall and spring semesters</b> Monday–Thursday: 9 am to 7 pm Friday/Saturday: 9 am to 1 pm	<b>Summer semesters</b> Monday–Thursday: 10 am to 5 pm Friday: 8 am to 11 am
--	--

- Services are provided on a walk-in basis and are free for all Central Texas College staff, faculty and students.
- A valid CTC identification card is required and students must be currently enrolled in credit-bearing courses or approved Continuing Education programs.

#### Contact Information

**Academic Studio - Student Success Center**  
**Collegiate Academic Support Team (CAST)**  
Phone: 254-526-1580  
E-mail: [Ssuccess@ctcd.edu](mailto:Ssuccess@ctcd.edu)  
Bldg. 106, Second Floor, Room 201

### Disabilities Support Services:

The Disability Support Services program provides educational access for students who submit appropriate disability documentation.

Students with disabilities are encouraged to visit with a Disability Support Coordinator, to discuss documentation requirements and any reasonable accommodation options for your current classes.

Appropriate documentation of your disability must be submitted to the DSS office. The professional treating and/or who diagnosed your disability may prepare a letter stating how the disability impacts your academic performance as well as major life activity.

If you are a student attending the central or Fort Hood campus, you may visit with a disability coordinator. Our offices are as follows:

**Location and office hours**

System Services (Bldg. 111), Room 207

Monday-Thursday: 8 a.m. - 5 p.m.

Friday: 8-11 a.m.

**Student Support Services:**

System Services Bldg 111 Rm 207

254-526-1450/1357

- Assists students with financial obligations for childcare
- Textbook Lending Program
- 

**Career Center:**

Systems Services Building 111, RM 208

Career Center Services offer help with career planning and the job search process. Services include the following:

- Career Counseling
- ACT Discover Program
- Job Placement Assistance
- Resume Critiquing
- Mock Interviewing
- Typing Tests
- Career Related Seminars.

If these services do not address the difficulty you are experiencing, please call the Academic Advising office for additional referrals (254-526-1226/1549). 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**

<http://www.dshs.state.tx.us/Layouts/ContentPage.aspx?PageID=35824&id=4083&terms=functional+position+description>

DSHS 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

**ADA / Job Essentials for EMS Providers**  
**(EMT / Advanced EMT/ Paramedic)**

Information obtained from the: **DSHS – EMS Education and Training Manual**  
(<http://www.dshs.state.tx.us/emstraumasystems/default.shtm>)

Capacities and abilities for job related functions are evaluated by the program through skills exams. Determination of aptitude will be completed at the beginning of each program. Should a student not be able to perform the required essential elements of the program, the student will be referred to academic advising.

**Establishing Eligibility for Accommodations for Registration Due to a Disability**  
**General Requirements for Requesting an Accommodation**

[https://www.nremt.org/nremt/downloads/eligibility\\_accom.pdf](https://www.nremt.org/nremt/downloads/eligibility_accom.pdf)

**Texas Department of State Health Services**  
**FUNCTIONAL POSITION DESCRIPTION**  
**ECA/EMT/ADVANCED EMT/PARAMEDIC**

**Introduction**

We are providing the following position description for ECA/EMT/Advanced/Paramedic. 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/Advanced EMT/Paramedic.

**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.

## Competency Areas

### **EMR Emergency Care Responder**

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 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 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, Advanced EMT curriculum, and the Paramedic curriculum. The Paramedic has reached the highest level of pre-hospital certification.

## **Description of the Profession (as per EMS Agenda for Future, NHTSA)**

The Emergency Medical Services Professions include four levels: Paramedic, Advanced EMT, EMT, and Emergency Medical Responder. CAAHEP accredits educational programs at the Paramedic and Advanced EMT levels. Programs at the EMT and Emergency Medical Responder levels may be included as exit points in CAAHEP-accredited Paramedic and Advanced EMT programs. "Stand-alone" EMT and Emergency Medical Responder programs may be reviewed by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

### **Paramedic**

The Paramedic is an allied health professional whose primary focus is to provide advanced emergency medical care for critical and emergent patients who access the emergency medical system. This individual possesses the complex knowledge and skills necessary to provide patient care and transportation. Paramedics function as part of a comprehensive EMS response, under medical oversight. Paramedics perform interventions with the basic and advanced equipment typically found on an ambulance. The Paramedic is a link from the scene into the health care system.

### **Advanced Emergency Medical Technician**

The primary focus of the Advanced Emergency Medical Technician is to provide basic and limited advanced emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide patient care and transportation. Advanced Emergency Medical Technicians function as part of a comprehensive EMS response, under medical oversight. Advanced Emergency Medical Technicians perform interventions with the basic and advanced equipment typically found on an ambulance. The Advanced Emergency Medical Technician is a link from the scene to the emergency health care system.

### **Emergency Medical Technician**

The primary focus of the Emergency Medical Technician is to provide basic emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide patient care and transportation. Emergency Medical Technicians function as part of a comprehensive EMS response, under medical oversight. Emergency Medical Technicians perform interventions with the basic equipment typically found on an ambulance. The Emergency Medical Technician is a link from the scene to the emergency health care system.

### **Emergency Medical Responder**

The primary focus of the Emergency Medical Responder is to initiate immediate lifesaving care to critical patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide lifesaving interventions while awaiting additional EMS response and to assist higher level personnel at the scene and

during transport. Emergency Medical Responders function as part of a comprehensive EMS response, under medical oversight. Emergency Medical Responders perform basic interventions with minimal equipment.

### **Description of Tasks**

<http://www.dshs.state.tx.us/Layouts/ContentPage.aspx?PageID=35824&id=4083&terms=functional+position+description>

### **Chapter 773 Health and Safety Code**

#### **EMS RULE 25 T.A.C. 157.41**

#### **PERFORMING ESSENTIAL FUNCTIONS OF THE PROFESSION**

<http://www.statutes.legis.state.tx.us/Docs/HS/htm/HS.773.htm>

### **Certification Process**

<https://www.nremt.org/rwd/public>

National EMT certification requires successful completion of both a cognitive and psychomotor exam. Passed portions of the exam (both cognitive and psychomotor) remain valid for a twelve (12) month period.

### **Cognitive Examination**

The NREMT EMT cognitive exam is a computer adaptive test (CAT). The number of items a candidate can expect on the EMT exam will range from 70 to 120. The maximum amount of time given to complete the exam is 2 hours.

The exam will cover the entire spectrum of EMS care including: Airway, Ventilation, Oxygenation; Trauma; Cardiology; Medical; and EMS Operations. Items related to patient care are focused on adult patients (85%) and pediatric patients (15%). In order to pass the exam, you must meet a standard level of competency. The passing standard is defined by the ability to provide safe and effective entry level emergency medical care.

### **Cognitive Exam Retest Information**

In the event you are unsuccessful passing the cognitive exam, the NREMT will provide feedback on your performance. You may apply to retest 15 days after your last examination.

Candidates are given six opportunities to pass the cognitive examination provided all other requirements for National EMS Certification are met. After three attempts, candidates must submit official documentation verifying completion of 24 hours of remedial training. The candidate is given three additional attempts to pass, provided all other requirements for National Certification are met. Candidates who fail to pass after a total of six attempts are required to repeat the entire EMT course.

## **Psychomotor Examination**

Throughout your EMT educational program, you must demonstrate competence in a wide range of emergency care skills. Your instructor must attest that you have demonstrated competence in the following skills during your course: patient assessment/management of a trauma patient, patient assessment/management of a medical patient, cardiac arrest management/AED, bag-valve-mask ventilation of an apneic patient, spinal immobilization (both seated and supine patient), long bone fracture immobilization, joint dislocation immobilization, traction splinting, bleeding control/shock management, upper airway adjuncts and suction, mouth-to-mouth ventilation with supplemental oxygen, and supplemental oxygen administration to a breathing patient.

Throughout your AEMT/Paramedic educational program, you must demonstrate competence in a wide range of emergency care skills. You must also successfully complete your skills at a National Registry Testing Site. Central Texas College is one of many approved National Registry Testing Sites that you have the option to complete your psychomotor examination at the conclusion of your course. Check with CTC Coordinators to confirm offerings and dates of testing. You can also view other National Registry testing sites at [www.nremt.org](http://www.nremt.org).

## **Certification Notice**

By participating in a Department of Nursing and Allied Health (DONAH) program student understands and agrees that admission into Central Texas College DONAH programs is not a guarantee of successful completion of the program. Likewise, student understands and agrees that Central Texas College does not guarantee that upon completion of a DONAH program and award of a degree or certificate, that the student will become certified by any local, state or federal regulatory agency. Such certification is governed by the rules and laws of the locality, state or federal regulatory agency.

## HESI/HP-A2 Nursing Test

The HESI Admission Assessment (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, each section shows the recommended time allotment:

- Math – 50 minutes – **70%**
- Reading Comprehension – 60 minutes– **70%**
- Vocabulary/General Knowledge – 50 minutes– **70%**
- Personality profile / Learning styles – 15 minutes each section
- Anatomy & Physiology – 25 minutes
- For EMT/Paramedic** – Grammar – 50 minutes– **70%**

CTC does not require the, 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-A2 is offered at CTC-Testing Services.

- Building 111, Rm. 235
- Physical Address: 6200 W. Central Texas Expy, Killeen TX. 76549
- Call Testing Services at 254-526-1238 for any Testing Questions.

### Exam Offerings

The HESI is offered each Monday that the school is open.

**Sign-in begins at 7:30 am and ends at 8:00 am. Test begins promptly at 8:30 am.**

**You must have your Evolve login information prior to arrival for the HESI exam.**

### Test Fee and Payment

- Cost of test is \$50
- Preferred Payment method:
- Credit Card, Cash, Check...pay in advance (must go to business office located in bldg. 119)

(You will need to bring your receipt the day of exam to prove payment)

### **NO REFUNDS WILL BE GIVEN**

Cash or personal check may be accepted by Testing Services as an option if circumstances warrant it.

### Things to bring on test day

- Photo ID (such as Driver's License or Student ID)
- User name and password

### Things NOT to Bring

- Calculator – not permitted.
- Textbooks, Study Guides, any form of reference material
- Scratch paper or pencils – Testing Services will provide
- No Personal items for test security. Please limit what you bring to the testing center. Testing Center is not responsible for any personal items.

### Score Reports

- Students will be able to view scores at the time the test is completed.
- CTC Department of Nursing and Allied Health 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 it is recommended you remediate for 5 months before retaking the exam.

## Study Guides

- HESI Study Guide - "Admission Assessment Exam Review", 4th Ed. ISBN: 978-0323353786.

Please check with the CTC Bookstore for current pricing.

## FAQ'S

### Is the test timed?

At CTC Testing Services there is a maximum time of three and one-half hours to complete these required sections. Each section of the test is individually timed and if the maximum time is used for each section it may take up to 3.5 hours to finish the entire HESI A2. If individual sections are completed prior to the allotted time of that section, any remaining time does not accrue towards the remainder of the test. 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.

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.evolve.elsevier.com](http://www.evolve.elsevier.com)

### How can I prepare?

You **MUST** set up your Evolve account prior to arriving on test day. To do this go to [www.evolve.elsevier.com](http://www.evolve.elsevier.com), click on "Student Site", "Quick Links" then "Register for HESI". 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.

There is a **pretest** available in the Learning Resource Center, Building 118, and room 7. This Pretest has no affiliation with Evolve as a company; it was created by the Learning Resource Center as a way to study for the exam. Call 254-526-1344 to schedule an appointment.



PHYSICAL EXAMINATION FORM  
(To be filled out by Health Care Provider)

NAME: \_\_\_\_\_ SEX \_\_\_\_\_ WEIGHT \_\_\_\_\_ HEIGHT \_\_\_\_\_

Check each item in appropriate column	Normal	If Abnormal or with limitation, please detail. Attach a sheet if necessary
<b>Eyes</b>		
<b>Vision: Uncorrected</b>		
<b>Corrected</b>	<b>R 20/    L 20/</b>	
<b>Color Vision</b>	<b>R 20/    L 20/</b>	
<b>Ears/Hearing</b>		
<b>Nose/Throat</b>		
<b>Mouth, Teeth</b>		
<b>Thyroid</b>		
<b>Vascular</b>		
<b>Lungs</b>		
<b>Heart</b>		
<b>Neck &amp; Vertebrae</b>		
<b>Extremities; Range of Motion</b>		
<b>Hand/Eye Coordination</b>		
<b>Fine Motor Dexterity</b>		
<b>Neurological/Reflexes</b>		
<b>Skin</b>		
<b>Abdomen</b>		
<b>Kidneys &amp; Bladder</b>		
<b>Other</b>		

REQUIRED FOR ADMISSION: 1) 2 doses of measles vaccine administered on or after 1<sup>st</sup> birthday at least 30 days apart for all students born on or after 1/1/57; 2) 1 dose of mumps vaccine administered after 1<sup>st</sup> birthday for all students born on or after 1/1/57; 3) 1 dose of rubella vaccine after 1<sup>st</sup> birthday; 4) Hepatitis B series (3 doses of vaccine over 6 month period); 5) 2 doses of the Varicella (Chicken Pox) vaccine or documentation of having had the disease; 6) Tdap once in lifetime, followed by TD every 10 years; 7) Bacterial Meningitis for any student under 22 years of age. A positive titer showing immunity will be accepted in lieu of vaccines; 8) TB skin test or CXR; 9) Annual flu vaccine.

Please answer the following:

- Yes: \_\_\_ No: \_\_\_ Based upon your physical examination, is the applicant free of any restrictions in his/her ability to turn, move, transfer, or manipulate objects up to 30 lbs, and able to safely perform physically taxing tasks? If no, please describe:
- Yes: \_\_\_ No: \_\_\_ Does the applicant possess adequate visual and auditory acuity to practice as a health care professional? If no, please describe:
- Yes: \_\_\_ No: \_\_\_ Is the applicant free of conditions either physical, mental, or behavioral that would interfere with the practice of a health professional or effective communication? If no, please describe:

Additional Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Classification for Physical Activities: (Circle): **\*\*For EMT/Paramedic Students— They must have the ability to lift, carry, and balance up to 125 pounds (250 pounds 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.**

- A. Unlimited  
 B. Limited (Explain If Limited): \_\_\_\_\_

**Printed Name of M.D./D.O./Nurse Practitioner/Physician Assistant:**  
 \_\_\_\_\_

**Signature of M.D./D.O./Nurse Practitioner/Physician Assistant:**  
 \_\_\_\_\_

**If Physician Assistant PRINT name of supervising M.D.:** \_\_\_\_\_

Date of Physical Exam: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

**Central Texas College  
EMS Programs  
Criminal History Disclosure and Agreement**

**Student Name:** \_\_\_\_\_

**Student Address:** \_\_\_\_\_

Student has requested admission or has been admitted to Central Texas College EMS Programs. A portion of the curriculum which the Student must complete involves clinical rotation or observation at a hospital or health care facility. If Student completes the field of study and obtains the degree or certificate sought, Student may have to be licensed or certified by the State of Texas or other jurisdiction before Student can be employed in his or her chosen field.

Before beginning or continuing Student's field of study at Central Texas College, Student should be aware that a criminal record may have adverse consequences on Student's ability to reach Student's ultimate goal of certification/licensure and employment.

For instance, Student may not be able to complete clinical rotations or observations if Student has a criminal record. Likewise, such a record may prevent Student from being licensed, certified or employed. A criminal background check may and probably will be required in connection with Student's clinical rotation/observation, licensure/certification and employment.

Central Texas College and its faculty, officers and employees cannot determine with certainty whether a Student's criminal record, if any, will have any adverse effect on Student's ability to complete the field of study, obtain the degree sought, be licensed/certified or be employed.

Student understands the decision as to whether the student can attend clinicals or observation at a hospital or health care facility, obtain certification and be employed by a health care provider is the decision of the hospital, health care facility or certifying agency. Student further understands that the inability to attend clinical or observation rotations is grounds for removal from all EMS Program courses regardless of academic standing. For additional information and/or a complete list of offenses that will leave an applicant ineligible for clinical/observation rotations, please refer to the section titled "Criminal Background Check Policy" found in the EMS Program informational packet.

Student, by signing below, acknowledges receipt of this document and understands its contents. Student covenants never to sue or seek damages from Central Texas College as a result of any adverse consequences described above which maybe suffered by Student as a result of Student's criminal record. Student acknowledges that Central Texas College or a health care provider may have to obtain a part of Student's criminal record or other required documentation/information at some time in the future to place Student in a clinical rotation or observation. Student must sign all forms necessary for the College or a health care provider to obtain this criminal report or other required information in order to be admitted into a clinical rotation/observation.

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**Student Signature**

**Date**

**Central Texas College  
EMS Programs  
Release of Liability**

**In consideration of being allowed to enroll in clinical rotation courses, I hereby affirm that REGARDLESS of my hepatitis immunization status, I DO HEREBY RELEASE, DISCHARGE AND COVENANT NOT TO SUE CENTRAL TEXAS COLLEGE, ITS GOVERNING BOARD, ITS EMPLOYEES, INSTRUCTORS, AGENTS AND REPRESENTATIVES (the “released parties”) FROM ALL LIABILITY WHATSOEVER TO ME FOR PERSONAL INJURY, DAMAGE OR WRONGFUL DEATH CAUSED BY NEGLIGENCE OR GROSS NEGLIGENCE OR BY ANY STATUTORY VIOLATION OR CAUSED BY MY CONTRACTING HEPATITIS OR ANY CONTAGIOUS DISEASE WHATSOEVER INCLUDING INJURIES OR DISEASES CAUSED BY “SHARP” CUTS, NEEDLE STICKS, OR EXPOSURE TO PATIENTS OR THEIR BODILY FLUIDS OR RESPIRATIONS, AND I EXPRESSLY HEREBY DISCHARGE AND RELEASE THE SAID RELEASED PARTIES ABOVE NAMED FROM ANY CLAIM, DEMAND, CAUSE OF ACTION OR DAMAGE OF ANY DISCRIPTION IN ANY WAY RELATED TO MY CONTRACTING INFECTIOUS DISEASES AND MY OBTAINING OR FAILING TO OBTAIN IMMUNIZATIONS AGAINST THESE DISEASES. THIS RELEASE WILL BE APPLICABLE TO DAMAGES SUSTAINED BY ME CAUSED BY THE JOINT OR CONCURRENT NEGLIGENCE OF THE RELEASED PARTIES, EVEN IF THEY ARE DISCHARED OR PROTECTED AGAINST THEIR OWN NEGLIGENCE.**

**I further state that I am of lawful age and legally competent to sign this waiver and release of liability; that I understand the terms herein are contractual and not a mere recital; and that I have signed this document of my own free act.**

**I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS RELEASE OF LIABILITY BY READING IT BEFORE SIGNING BELOW.**

**EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.**

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed Name**

**Central Texas College District Student Clinical Program  
RELEASE AND ACKNOWLEDGEMENT of ASSUMPTION OF RISK**

In consideration for participating in the Central Texas College District Clinical Program ["Program"] for the \_\_\_\_\_ Academic Year, I \_\_\_\_\_, in full recognition and

Print Student Name Legibly

appreciation of the possible dangers and hazards inherent in the Program, including, but specifically not limited to, any motorized vehicle or equipment use or transportation whether provided by Central Texas College District, myself or another, or administration of medication associated with, during, or as a result of the Program, **I hereby agree to and do assume all of known and unknown risks and responsibilities** arising out of my participation in the Program, and any other activities undertaken as an adjunct thereto.

**I hereby expressly do for myself, my heirs, assigns, and personal representatives waive, release, discharge** Central Texas College District and all of its Officers, Directors, Trustees, employees, volunteers, and agents from and against any and all claims, demands, actions, or causes of actions that may arise as a result of any acts causing property damage, personal injury, or death as a result of my participation in the Program or any activities undertaken as an adjunct thereto.

**I also hereby expressly agree to hold harmless, and indemnify** Central Texas College District and all of its Officers, Directors, employees, volunteers and agents from and against any and all claims, demands, actions, or causes of actions that may arise resulting in property damage, personal injury or death as a result of my participation in the Program or any activities undertaken as an adjunct thereto.

I acknowledge that I am signing this Release only after having been given full opportunity to investigate and ask questions about the Program and possible hazards. I voluntarily sign this Release for the satisfactory consideration as stated herein.

\_\_\_\_\_  
Student Signature

Date: \_\_\_\_\_

**Central Texas College**  
**Emergency Medical Technology Program**  
**APPLICATION for ADMISSION**

Please attach a copy of High School/GED transcripts and transcripts from all college/universities attended other than CTC.

Note: AEMT/Paramedic Class will be limited to the following: Fall Admission - 50 candidates. Summer Admission – 25 Candidates. Your name will not be added to the class list until application and all required documents are provided to the EMS Dept.

NAME: \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
Last, First, Middle

DOB: \_\_\_\_\_ Are you a US Citizen: YES \_\_\_\_\_ NO \_\_\_\_\_  
Is English Your Native Language: YES \_\_\_\_\_ NO \_\_\_\_\_  
(If No please refer to page 2 of this info packet & CTC catalog)

List other names in which transcripts may be listed: \_\_\_\_\_

Address: \_\_\_\_\_  
Box Number/Street, City, State, Zip Code

E-mail Address: \_\_\_\_\_

Telephone Number (1<sup>st</sup> Contact): \_( \_\_\_\_\_ ) (2<sup>nd</sup> Contact): \_( \_\_\_\_\_ )

Desired Program \_\_\_\_\_ Certificate Program \_\_\_ Associate Degree Program  
Class you intend to register into: \_\_\_\_\_ EMT \_\_\_ EMT-REFRESHER (No Addl. Documentation Required)  
\_\_\_\_\_ PARAMEDIC

LIST the NAMES and DATES of ALL colleges and universities you have attended (INCLUDING CTC):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have attended another EMT/Paramedic Program: Yes \_\_\_\_\_ No \_\_\_\_\_

Please indicate health care experience(s):  
\_\_\_\_\_  
\_\_\_\_\_

I have read and reviewed the EMS information packet. I understand that I am responsible for its contents and will follow the policies and procedures as outlined. I also understand I will be required to attend a Success Camp within 2 semesters of starting the program.

\_\_\_\_\_  
Signature Date

Please deliver this application to: Central Texas College, Nursing Center Bldg #155, Room A244 or mail to:  
Central Texas College  
ATTN: Department of Nursing and Allied Health  
EMS Programs  
PO Box 1800  
Killeen, TX 76540-1800

**PLEASE REMEMBER TO NOTIFY THE DEPARTMENT OF NURSING AND ALLIED HEALTH IN WRITING OF ANY CHANGES IN YOUR NAME, ADDRESS, AND/OR PHONE NUMBER.**

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 and Allied Health 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.