



# Program Plan

## Knox Technical Center Emergency Medical Technician

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Knox Technical Center  
*Adult Education at Knox County Career Center*  
Coordinator: Dana Phillips  
740.393.2933, ext. 1101  
dphillips@knoxcc.org  
Coordinator Office Hours: Variable  
Preferred Method of Contact: dphillips@knoxcc.org

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Mount Vernon, OH 43050  
School Phone: 740.393.2933  
School Fax: 740.397.1659  
Web Site: [www.knoxtechnicalcenter.com](http://www.knoxtechnicalcenter.com)  
School Office Hours: Mon-Thurs 7:30am – 7:00pm  
Fri 7:30am – 4:00pm

### I. GENERAL INFORMATION

Vision Statement: Prepare students for success!

Mission Statement: Our mission is to provide cutting edge programs that prepare adults with career and lifelong learning skills.

- A. Adult Education Director:  
Kim Williams  
740.393.2933, ext. 1106  
[kwilliams@knoxcc.org](mailto:kwilliams@knoxcc.org)
  
- B. Disability Accommodations. Any learner needing special accommodation on the basis of any disability must advise the instructor at the beginning of class. All necessary accommodations will be made upon presentation of relevant certification, presented in a timely manner. Learners are also responsible for contacting the Program Coordinator prior to the start of class. For detailed KCCC Bylaws & Policies pertaining to Reasonable Accommodation, see Section 2260.01-Section 504 – ADA Prohibition Against Discrimination Based on Disability located on the website at [www.knoxcc.org](http://www.knoxcc.org).
  
- C. Equal Opportunity. It is the policy of the Knox County Career Center School District that employment, educational programs, and activities are provided without regard to race, color, national origin, sex or disability. Any learner with a disability should contact the program coordinator. The Board designates the Director as the Title VI, Title IX and Section 504 Coordinator.
  
- D. Title IV Eligibility. This program is not approved for Title IV funding. Adult learners requesting information about financial assistance should contact Financial Aid Coordinator Amy Leeper.

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## II. RATIONALE FOR PROGRAM

- With adults living longer, the increase in population, the changes in health care coverage, and the services delivered by an EMT, and the diversity of work areas the EMT may function; there is always a shortage of Emergency Medical Technicians.
- There are an estimated 800 open positions in the state of Ohio annually and 6,200 open positions across the United States annually. It is estimated by 2029 the Emergency Medical Technician position will grow by 17,000 jobs. ([www.careerinfonet.org](http://www.careerinfonet.org)).
- These numbers are not all inclusive to comprise all fire departments.
- There is a great need in the volunteer community. It is a great way to give back to your community. EMT's are usually the first person to the ill and injured in a rural setting.
- See Addendum A for Advisory Committee members.

## III. PROGRAM DESCRIPTION

An Emergency Medical Technician (EMT) works in many areas of the health care field. The EMT must be able to work independently, under minimum supervision. The EMT can work in multiple setting from an office to a hospital or in the back of an ambulance. The working conditions may also include working in the cold of winter and the heat of summer. The EMT must follow the written orders of doctors as they assess, treat and transport patients. They can work varying hours including 24 hours at a time. The EMT must be physically and mentally capable for high stress, physically demanding situations that may include life and death decisions. The EMT must be a good communicator. You will have contact with many patients, families, and other healthcare professionals.

The Emergency Medical Technician program will prepare the student for a satisfying and rewarding career in the field of emergency medicine. The 150-hour program is conducted in a classroom and lab setting. Students will learn:

- History of emergency medicine
- Anatomy and physiology
- Communication and communication skills
- Medical terminology
- Diagnosis and treatment of the sick and injured
- Documentation
- Ambulance operations
- Hazardous Material awareness
- Legal implications
- Ethical considerations

The *Department of Transportation* sets the curriculum for the EMT. The National Highway Traffic and Safety Administration (NHTSA) sets the standards for the EMT. There are multiple skills required with 15 of them that have been identified as testable skills by the *National Registry of Emergency Medical Technicians* (NREMT).

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Upon completion of the skills and passage of the NREMT written exam the student would be ready to start a career in the Emergency Medical Field. It will also open the door to many other levels of EMT and many other professions.

The Knox County Career Center Emergency Medical Technician program is accredited through the State of Ohio, Department of Public Safety, Division of Emergency Medical Services.

The program content matches requirements as established by The National Highway Traffic Safety Board, The National Registry of Emergency Medical Technicians, and the State of Ohio Department of Public Safety, Division of EMS, and the Ohio Administrative, and Revised Codes.

## IV. PROGRAM GOALS

- Provide entry level skills and knowledge required to pass the National Registry of Emergency Medical Technicians examinations
- Provide 150 hours of didactic and hands-on training
- Provide the student with the skills and knowledge to acquire entry level employment
- Provide the framework for the student to advance to the next level of training
- Offer quality career-oriented instruction utilizing modern teaching techniques and applications along with the most recent available treatment guidelines

## V. PROGRAM OUTCOMES

After the completion of the Emergency Medical Technician Program, a learner will be able to:

- Open and maintain the airway
- Oropharyngeal airway adjunct
- Nasopharyngeal airway adjunct
- Obstructed airway management
- Oral suctioning
- ET suctioning
- Trachea tube suctioning
- Pulse oximeter equipment application/reading
- Oxygen administration
- Nasal cannula
- Non-rebreather mask
- Mouth-to-barrier devices
- Ventilation management
- Bag valve mask
- Ventilation with a flow-restricted O2 powered device
- Dual lumen airway pulseless AND apneic patients
- Supraglottic Airways pulseless AND apneic patients
- C-PAP administration and mgt

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- End Tidal CO2 Monitoring & Detection
- Automated External Defibrillator (AED)
- Cardiopulmonary Resuscitation (CPR)
- Aspirin administration
- 12-lead EKG set up and application for electronic transmission
- Chest compression assist devices
- Glucose monitoring system use (with C.L.I.A waiver in place)
- Oral glucose administration
- Auto-injector Epinephrine (Pt. Assisted)
- Activated Charcoal administration
- Nitroglycerine administration (Pt. Assisted)
- Metered dose inhaler (Pt. Assisted)
- Set up of IV administration kit
- PASG
- Long spine board
- Short spine board
- Splinting devices
- Traction splint
- Cervical Immobilization Device (CID)
- Helmet removal
- Rapid extrication procedures
- Soft tissue management
- Management of suspected fractures Body Substance Isolation precaution/administration
- Taking and recording of vital signs
- Patient Care Report (PCR) documentation
- Emergency childbirth management
- Trauma triage determination per OAC 4765-14-02
- Understand their role in NIMS ICS

## VI. CREDENTIALS

Certification(s) available through the National Registry of Emergency Medical Technicians and the State of Ohio. You must pass practical skills testing and written (knowledge) testing to become certified.

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## VII. TARGET POPULATION

- Any person 17 years of age and older either in their senior year and/or who have their high school diploma or GED
- Any person interested in volunteering for their community, to becoming a paramedic in a big city, to working in a hospital or entry into the medical profession would benefit from this class.
- Any individual interested in becoming a professional firefighter
- Any Individual that wants to enter the field of Public Safety

## VIII. PROGRAM MODEL

- A. 150 hours of instruction
  - A. 100 in classroom Tuesdays and Thursdays 6:00pm – 10:00pm and Saturday's as scheduled.
  - B. 50 hours lab to coincide with classroom time
  - C. 4 hours clinical in a hospital emergency room
  - D. 6 hours clinical on an Emergency Medical Squad
- B. See Addendum B for Curriculum Map

## IX. ASSESSMENT STRATEGIES

- A. Preassessment Skills Review
  - Workkeys
- B. Throughout Program
  - Module testing
  - Chapter quizzes
  - Skills check-offs
  - Homework
- C. Graduation
  - Maintain 80% or higher on all module tests
  - Maintain 90% attendance
  - Successfully complete all course work
  - Successfully complete all skills check-offs
  - Successfully pass the school final with an 80% or higher

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## X. EVALUATION PLAN TO DETERMINE PROGRAM EFFECTIVENESS

- Successful passage of NREMT
- Learner evaluation of instructors halfway through program and at end of program
- Learner evaluation of course halfway through program and at end of program
- Meetings with Advisory Committee at least twice a year
- Meetings with Faculty on a semiannual basis

## XI. TRAINING PATHWAYS

- A. Before: A career pathway system is a series of connected educational and training programs and support services that prepare and enable individuals, often while they are working, to secure a job and advance over time to successively higher levels of education and employment in a specific industry/field. Pathway goals are to increase access, awareness, affordability, resources, and alignment for high school students, adult learners, and the current workforce (Thrive, 2009).

The Knox County Career Center Adult Emergency Medical Technician program is an entry-level program designed for learners with little to novice experience in the medical field, those who already work in the field and wish to enhance their skills, or those who simply wish to enter a Public Safety career pathway.

Prior to admission potential learners must have the following:

- High school diploma or GED or be 17 in their senior year of high school
- Basic computer literacy including basic keyboarding skills
- Completed application form with a \$50 deposit
- Skills Assessment (Workkeys)
- Immunizations as described in the *Adult Learner Handbook*

Upon admission to the program the student will attend the JumpStart orientation.

- B. After: University System of Ohio CT2 plus articulation agreements with higher institutions such as Central Ohio Technical College (COTC) is currently in place.