



Frontline Educators

“Where Reality meets Education”
www.frontlineeducators.com

Hybrid EMT Course Information and Registration Packet Spring 2022

Dear Student,

Frontline Educators in conjunction with Lakeside Volunteer Rescue Squad is pleased to offer this course which is designed to allow students the flexibility of an online Emergency Medical Technician (EMT) course. Please read all information contained in this Course Information Packet and follow the directions when filling out the online course application, the link is attached to this packet. We encourage you to review costs and to complete the pre-course requirements as soon as possible.

This course is limited to 18 students and there is a mandatory interview (max of twenty minutes) to determine the best candidates for the class. Preference will be given to applicants with the intent to join Lakeside Volunteer Rescue Squad or volunteer in the Metro-Richmond area.

*Note, this program will meet every Monday night (unless otherwise documented) and one Saturday a month to complete the practical skills of this course. The class dates can be found in the Lab Schedule at the end of the packet.

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

Thank you,

Megan Middleton, NRP, EC
Frontline Educators, Co-Owner

Andrew Inge, Intermediate, EC
Frontline Educators, Co-Owner

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Course Description

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

This course prepares the student to sit for the National Registry Emergency Medical Technician (NREMT) written examination and the class sponsored psychomotor exam. After the successful completion of this course AND NREMT testing, you will be issued a Virginia Emergency Medical Technician certification and a National Registry Emergency Medical Technician certification. Topics include the theory and application of the following: preparatory, patient assessment, airway, pharmacology, shock, resuscitation, medical, trauma, special patient populations, and EMS operations. This course conforms, at a minimum, to the Virginia Office of Emergency Medical Services curriculum.

All online modules will need to be completed within a specific deadline with exceptions only approved by the Course Coordinators. This hybrid EMT course uses an online learning management system, JB Learning. Instead of coming to a class and listening to lectures, students are required to read the textbook, listen to online lectures, watch videos, complete interactive assignments, and take quizzes and tests online. This course requires AT LEAST an 8-10 hour per week investment of time to be successful. Weeks that meet for lab will be an ADDITIONAL time requirement. To complete the course, students are expected to complete 100% of all coursework with a minimum score of 75%, receive a minimum score of a 75% on the midterm, attend 90% of all labs, acquire 10 patient contacts, and take and pass the Fisdap test with a minimum of a 68% as a capstone.

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

Course Expectations

To be successful in this course, you will need:

- 1) To be self-motivated.** Almost all the didactic material will be in the form of online modules including videos, lectures, voice-over PowerPoints, reading assignments, and quizzes that will have to be completed within a specific due date, no exceptions. As with all online educational programs, the successful student will need to be self-motivated to complete all assignments on time.

- 2) **Access to high-speed internet and a computer.** High speed internet access and access to a computer are a **MUST** for this course. High speed internet and computers are generally available at local county libraries. Additionally, your local rescue squad or fire department may offer high speed internet access. Do not rely solely on cellphone data plans, as this program will be video based, and some sections of the online software used do not work on cell phone internet browsers. Frontline Educators is not responsible for data overage charges. Assignments **MUST** be completed on time, regardless of access to internet and/or a computer.
- 3) **Complete the physical requirements of the class.** You must be able to complete all skills, which can, at times, be physically demanding. This includes kneeling, performing compressions, crouching, bending, and lifting 150 lbs. Frontline Educators will accommodate acute limitations (i.e., a physical restriction from a current injury), but students **MUST** complete the activity before successful completion of the course. For more detailed information about the physical requirements of this course, see the [EMT Job Description](#).

Admission Requirements

Application

Prospective students must apply via the hyperlink below. Paper applications will **not be** accepted. Please click on this [Application Link](#) for submission.

Interviews

Once prospective students have completed an online application, they will be notified via email with potential interview dates and times. The interviews will be held at Lakeside Volunteer Rescue Squad, unless otherwise noted, with a panel of two or more interviewers.

Cardiopulmonary Resuscitation Requirements

Students will be required to take the AHA BLS Instructor Led CPR course being held on April 9, 2022, at Lakeside Volunteer Rescue Squad. This course is mandatory for all students regardless if they possess a CPR card already. This is to ensure all students have the same level of training and competence in CPR skills.

EMS Personnel Requirements and Standard of Conduct

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

- Be proficient in reading, writing, and speaking the English language in order to clearly communicate with a patient, family or bystander to determine a chief complaint, nature of illness, mechanism of injury and/or assess signs and symptoms.
- Be clean and neat in appearance and wear the Frontline Educators uniform shirt, or appropriate clothing until such time the shirt is issued. Uniform standards will be provided in the rules.

- Have no physical or mental impairment that would render the student unable to perform all practical skills required for that level of training. Physical and mental performance skills include the ability of the individual to function and communicate independently to perform appropriate patient care, physical assessments and treatments without the need for an assistant.
 - May not be under the influence of any drugs or intoxicating substances that impairs your ability to provide patient care or operate a motor vehicle while in class, or clinicals, while on duty or when responding or assisting in the care of a patient.
- If you are a foreign national, you must have secured a U.S. Government Student Visa.
 - If you have not been issued a US Social Security Administration number (SSN), you must submit copies of your U.S. Government Student Visa together with your enrollment form.

Age Requirements

VA OEMS Regulations state that all students enrolled in EMS courses must be a minimum of 16 years of age at the beginning date of this certification program. Students must be **16 on or before April 4, 2022**, to enroll in this course. Frontline Educators cannot offer any flexibility regarding this date.

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

Criminal History

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

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

- 1) Felonies involving sexual misconduct where the victim's failure to affirmatively consent is an element of the crime, such as forcible rape.
- 2) Felonies involving the sexual or physical abuse of children, the elderly or the infirm, such as sexual misconduct with a child, making or distributing child pornography

or using a child in a sexual display, incest involving a child, or assault on an elderly or infirm person.

- 3) Any crime in which the victim is an out-of-hospital patient or a patient or resident of a healthcare facility including abuse of, neglect of, theft from, or financial exploitation of a person entrusted to the care or protection of the applicant.
- 4) Serious crimes of violence against persons such as assault or battery with a dangerous weapon, aggravated assault and battery, murder or attempted murder, manslaughter except involuntary manslaughter, kidnapping, robbery of any degree, or arson.
- 5) Has been subject to a permanent revocation of license or certification by another state EMS office or other recognized state or national healthcare provider licensing or certifying body.

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

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

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

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

Course Schedule

Course Dates

This course runs from **April 4, 2022 through September 19, 2022**. **All coursework must be completed by August 28, 2022, at 11:59 PM.** Most of the course is facilitated in an online format, however, there will be in-person meetings for first night paperwork and skill labs. The practical (in-person) class meeting times are attached to the end of the packet.

Course Orientation

This class is in-person and **mandatory for all students, no exceptions**. The student must bring a laptop OR an iPad updated to iOS 11 or higher. There are also known issues with the EMS Portal not functioning well with the following browsers: FireFox, Opera, Microsoft Edge browsers or Android phones and Android tablets, and Apple iPhones. There are also known issues with Chromebooks. All documentation is required to be submitted by this day. If the student chooses to apply for the state scholarship, this will be discussed and applied for that night. Orientation will be held at Lakeside Volunteer Rescue Squad with the address below in the skills lab section.

Skills Labs

Students will meet every Monday night and one Saturday a month to review skills, reinforce knowledge, and bring assessments and treatment together. Labs begin Monday, April 11, 2022. Labs begin promptly at 1800 hours and will go until 2200 hours. Do not expect labs to let out early. Students should be on time and are required to attend a MINIMUM of 90% of all lab time and can miss a total of 3 lab days. It is the student's responsibility to make up any lab skills/assessments. Availability of extra lab time will be at the discretion of the Course Coordinators and instructors.

Physical Address: **2007 Timberlake Avenue, Henrico, VA 23228**

Course Tuition

Tuition for this course is \$860. Unless prior arrangements are made with Frontline Educators, the tuition is **payable to Frontline Educators by close of business day on April 9, 2022**. The tuition does not include the cost for a background check fee (if needed), any physical exam or immunization update (if needed), or liability insurance (if needed).

JB Learning and Textbook

The principal text for this course is Emergency Care and Transportation of the Sick and Injured 12th Edition, Andrew Pollak. Frontline Educators has a package set up with JB Learning. The student will purchase the program directly through JB Learning and pay the remaining of the tuition to Frontline Educators.



Platinum Planner – Skills Tracker

The student will sign up for a Platinum Planner account. We will use Platinum Planner for skills tracking. Additionally, you'll use it for your field and clinical patient contact documentation. This is included in the course fee and will be set up during your first week of class.

FISDAP Comprehensive Exams

At the end of the course the student will sign up for a FISDAP account. Frontline Educators will purchase the comprehensive exam package and the student will have three opportunities to pass the exam as a capstone. Failure to pass the exam within the three attempts will result in an inability to successfully complete the course. This is included in the tuition.

Psychomotor Testing

Psychomotor testing will be completed in house and all cost is covered in the tuition. The student will complete two scenarios with a partner and be tested by an outside Education Coordinator. Failure to pass the psychomotor within the two attempts will result in an inability to successfully complete the course.

Cognitive Exam

The cognitive exam is facilitated by the National Registry of EMT's. The tests are conducted at Pearson Vue centers with the first test paid for by the Virginia Office of EMS, subsequent attempts are \$98 each. The exam is a computer adaptive test and the student can take it at home proctored by Pearson Vue or at one of their centers.

Health and Immunization

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

Liability Insurance

Students must be covered by liability insurance. Those who are taking this course as a member of a licensed EMS agency generally are covered by their agency's insurance carrier. If not, the individual must purchase an appropriate amount of insurance from an insurance agency. The student must show proof of coverage either by a signed statement from an EMS agency official, or proof of purchase of an individual plan. This will be handled in the onboarding process.

Drug Screening

Some agencies require those who work or learn in their facilities to be subject to drug screen testing. Students will receive specific instructions and information if needed. Frontline Educators also has a specific drug and alcohol policy the student must sign.

Summary of Costs

JB Learning Program	\$235.00
Platinum Planner	Included
Background check/Drug Screen	\$80, if required
Psychomotor Testing	Included
NREMT Testing Fee	Virginia pays first attempt
Liability Insurance	\$37, unless affiliated with EMS Agency
Health and Immunizations	Varies, if required
FISDAP Comprehensive Exam	Included
Uniform	Included

OEMS Scholarship

The student will have the opportunity to apply for an Office of EMS (OEMS) Scholarship on orientation night. This could cover up to 100% reimbursement of your tuition. The eligibility is automatically determined by the Virginia OEMS Portal and is:

- must be a resident of the Commonwealth of Virginia;
- shall not have any current Office of EMS imposed enforcement action from the Division of Regulation and Compliance;
- must be enrolled in an eligible Virginia approved initial certification program;
- must have reached the “Age of Majority” in the Commonwealth, otherwise students 16-17 are required authorize their EMS agency to manage their scholarship award on their behalf;
 - If the student is under the age of 18 and not affiliated with a Virginia EMS agency, they will not be eligible to receive the scholarship;
- must have a valid social security number issued by the U.S. Social Security Administration; and
- must have paid tuition for the program in which you were enrolled.

Students will be required to sign a scholarship contract. The student will be responsible for payment in full to the state if they do not meet the following:

- successful completion of their training program.
- successful testing obtaining Virginia certification at the level of training.
- **affiliation with a licensed Virginia EMS agency for a minimum of one (1) year.**
- compliance with all applicable Code of Virginia and EMS Regulations as well as the Training Program Administration Manual
- notifying the Office of EMS of any change in legal name, address change or criminal/civil charges within five (5) days of the event.

Liability Insurance

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

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

NON-AFFILIATED EMS APPLICANTS: A student who is not affiliated with a licensed EMS agency must purchase an individual liability insurance policy. The insurance vendors below are listed as a reference on the Virginia Office of EMS website. The inclusion of these vendors should not be interpreted as an endorsement, but instead an example. Frontline Educators suggests that the applicant investigate several to find one that fits the requirements.

**Healthcare Providers Service Organization
(HPSO)**

159 E. County Line Road
Hatboro, PA 19040-1218
Phone: 1-800-982-9491
Fax: 1-800-739-8818

[Website](#)

CM&F Group (Under 18)

110 West 40th St, 10th Floor, Suite 1000/1001
New York, NY 10018
Phone: 1-800-221-4904
Fax: 1-212-608-4378

[Website](#)

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

Refund Policy

Refunds will be given on a pro-rated basis. On or before April 9, 2022, students will receive a 100% refund (excluding the payment made directly to JB Learning) if requested in writing to Frontline Educators, by emailing owners@frontlineeducators.com. Students will have a 20% per week reduction in tuition for each week (Monday-Sunday) after April 9, 2022, until May 14, 2022. After May 14, 2022, the student will receive no refunds.

COVID-19 Policy & Vaccine

As COVID-19 is an evolving global pandemic, the policies for the class will be dependent on regulations from the Virginia Office of EMS, Virginia Department of Health, and any orders issued by the Governor of Virginia. As of the issuance of this document the requirements for class are for the student to either be vaccinated and provide proof or wear a facemask for the duration of the course.



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Lab Schedule – Spring 2022 Hybrid EMT Class Lakeside Volunteer Rescue Squad

Date	Time	Lab Topics
April		
04/04/22	18:00-22:00	Orientation to the Program
04/09/22*	08:30-13:00	AHA CPR Class
04/11/22	18:00-22:00	Vital Signs; Hand Hygiene/BSI; Lifting/Moving
04/18/22	18:00-22:00	Basic Airway; Scene Size-up; Vital Signs
04/23/22*	08:30-17:00	Infection Control; Lifting/Moving; Glucometry; CPR Practical
04/25/22	18:00-22:00	O2 Admin; Respiratory; Primary Assessment
May		
05/02/22	18:00-22:00	Head-to-Toe; Medical Secondary; Bleeding Control
05/09/22	18:00-22:00	Airway Station; Head-to-Toe; Medical Secondary Practical
05/14/22*	08:30-17:00	Mental Health; Junctional TQ; Radio Etiquette; Scene Ops; Reports
05/16/22	18:00-22:00	Basic Trauma; Traction; Airway/Bleeding Station
05/23/22	18:00-22:00	Traction; LB Splinting; Joint Splinting
June		
06/06/22	18:00-22:00	Trauma Treatment 1; Backboard/Spinal Restiction; Basic Medical
06/11/22*	08:30-17:00	Stop the Bleed; Splinting; KED; Trauma Treatment 2; Med Admin 1
06/13/22	18:00-22:00	Med Admin 2; Trauma Station; Backboard/Spinal Restiction
06/20/22	18:00-22:00	Trauma Station; Medical Station; Splinting Station
06/27/22	18:00-22:00	Medical Station; Trauma Station; Traction
July		
07/11/22	18:00-22:00	Mid-Term; CPR Review/Choking; Capnography
07/16/22*	08:30-17:00	MCIM Lecture; MCI Practical; Rapid Extrication; 12-Lead; Airway
07/18/22	18:00-22:00	IOOH Medical; IOOH Trauma; Medical Skills
07/25/22	18:00-22:00	IOOH Medical; IOOH Trauma; Trauma Skills
August		
08/01/22	18:00-22:00	IOOH Medical; IOOH Trauma; Airway Skills
08/06/22*	08:30-17:00	OB Lecture; OB Skills; PEDs Assessment; LZ Lecture/Operations
08/08/22	18:00-22:00	IOOH Medical; IOOH Trauma; Medical Skills
08/15/22	18:00-22:00	IOOH Medical; IOOH Trauma; Trauma Skills
08/22/22	18:00-22:00	IOOH Medical; IOOH Trauma; Airway Skills
08/29/22	18:00-22:00	IOOH Medical; IOOH Trauma; Medical Skills
September		
09/01/22**	18:00-22:00	Capstone 1
09/05/22	18:00-22:00	IOOH Medical; IOOH Trauma; Trauma Skills
09/08/22**	18:00-22:00	Capstone 2
09/10/22*	08:30-17:00	Psychomotor Exam
09/15/22**	18:00-22:00	Capstone 3
09/19/22	18:00-22:00	NREMT Scheduling & Party
09/20/22	18:00-22:00	Virtual NREMT Scheduling (if needed)

*Saturday class

**Thursday Night