



Primary Care Paramedic Program Information & Application Package

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PARAMEDICINE IN CANADA

A paramedic in Canada is a highly educated medical professional that brings emergency medicine to the patient in their home, worksites, community, and on the streets..

In Canada the scope of practice for Paramedics is described by the [National Occupation Competency Profile \(NOCP\) for Paramedics](#) document developed by the [Paramedic Association of Canada](#). Under the new NOCP, most providers that work on ambulances will be identified as 'Paramedics'. A Primary Care Paramedic is an entry-level paramedic with approximately one year of training. An Advanced Care Paramedic is a higher level of practitioner. Currently, the province of Alberta still uses the title 'EMT' Emergency Medical Technician for the Primary Care Paramedic and 'Paramedic' only for those qualified as Advanced Care Paramedics (ALS) provider - but almost all provinces are moving to the new titles.

Primary Care Paramedic – (Emergency Medical Technician)

Primary Care Paramedics (PCP) are the fundamental level of paramedic. They perform AED, , interpret 3-lead ECG's and administer Symptom Relief Medications for a variety of emergency medical conditions and perform spinal immobilization and other fundamental medical care...

Paramedic training in Canada is intense, as paramedics are seen as health professionals.. Paramedic training at all levels involves supervised, intensive classroom, lab, clinical and field experience.. The "National Occupational Competency Profile" or skill set and didactic competencies required to graduate from the various levels of Paramedic training can be found on the Paramedic Association of Canada website.

Community

The EMT responds to many calls and incidents in all environments. There's constant interaction with the public, fire, police, hospital personnel and many other Healthcare professionals in your communities

The remuneration for the EMT is dependent upon the environment in which you are working. From urban to rural ambulance services and industrial settings the average wage will range from \$20.00 to \$30.00 per hour. Registered EMTs we'll work for private and public ambulance services, industrial medical services, industrial worksites and may also volunteer their time in many communities.

PROGRAM INFORMATION

General Program Information

The EMT Program at Flatline Response focuses on all aspects of emergency care. This program is designed to provide the skills and knowledge required to practice as an EMT in the province of Alberta.

EMT's are required to have a strong foundation in medical terminology and anatomy, physiology. These important concepts provide a foundation for development of critical thinking, decision making and treatment plans. A competent clinician is one who is able to perform a skill to a satisfactory standard. Competency-based training for health professionals is training based upon the participant's ability to demonstrate attainment or competency of skills performed under certain conditions to specific standards.

Competencies to be achieved in an Alberta based program are outline by both the NOCP National Occupational Competency Profile and the AOCP – Alberta Occupational Competency Profile.

The Flatline Response Inc. EMT program is a Distributed Learning/Competency Based Program and is committed to providing solid Competency Based Training.

Our Distributed/Competency Based learning environment is a combination of classroom, on-line, and independent learning. In this model of learning the focus is on preparing students for independent learning activities, skill competency and evaluation. Distributed learning is the convergence between traditional classroom instruction and distance education

Elements essential to competency based training are outlined as follows:

- The instructional program provides for the individual development and evaluation of each of the competencies specified.
- Assessment of competency takes the participant's knowledge and attitudes into account but requires actual performance of the competency as the primary source of evidence.
- Participants progress through the instructional program at their own rate by demonstrating the attainment of the specified competencies.
- Supporting theory is integrated with skill practice. Essential knowledge is learned to support the performance of skills.
- Training materials are key to the competencies to be achieved and are designed to support the acquisition of knowledge and skills.
- Methods of instruction involve "competency learning", the premise that all participants can master the required knowledge or skill, provided participant invests sufficient time and consistent training methods are used.
- Learning is self-paced.
- Flexible training approaches including group activities, individual skill development, individual study, and web based learning are essential components.
- A variety of support materials including print, audiovisual, CBT and simulations (models) are used in mastering the skills.
- Satisfactory completion of training is based on achievement of all specified competencies and coursework
- Continuous participant interaction and feedback must take place for the student to be successful

The Paramedic Association of Canada Board of Directors defines competence” as:

“Competence involves the demonstration of skills, knowledge and abilities in accordance with the following principles:

Consistency	the ability to repeat practice techniques and outcomes”
Independence	the ability to practice without assistance from others
Timeliness	the ability to practice in a time frame that enhances patient safety
Accuracy	the ability to practice utilizing correct techniques and to achieve the intended
Appropriateness	the ability to practice in accordance with clinical standards and protocols outlined the practice jurisdiction

The Flatline Response Inc PCP Program

Program Description

The Emergency Medical Technician program is a competency-based, independent-study program. Students must be motivated, organized, disciplined and be prepared to practice and study both in and out of class. All students are required to have access to a computer to complete this program.

Classroom activities include lectures, labs, skill development, examinations, competency testing, and scenario practice. Web-based activities, supplant classroom time for courses such as Medical Terminology, Anatomy and Physiology, and a number of other areas of study.

Your education and training will prepare you to work within a multi-discipline health care team. The Emergency Medical Technician (EMT) program is taught by experienced instructors and covers all aspects of pre-hospital emergency care, including patient assessment, diagnostics, treatment and critical interventions.

The didactic component of this program is offered at Calgary campus. Regional Health Authorities support clinical practicum for Emergency Room experiences and BLS & ALS ambulance services support ambulance practicum experiences.

Students are expected to:

- Complete self-study readings, exercises, Distributed Learning programs, tests & quizzes, assignments and practice skills as directed.
- Attend all scheduled mandatory class days of theory strengthening and skills acquisition.
- Complete a physical evaluation test (PET) administered by the University of Calgary
- Complete all assignments, computer based segments and coursework
- To write all supervised exams at the Calgary campus.
- Attend two practicums full-time to apply theory and skills under the direct supervision of a preceptor.

Program Structure

This Distributed Learning program is a 4 semester - 44 week program with class days approximately every 2nd week.

Semester 1 – 3

Each semester is approximately 6 -7 weeks of instructional workshops, study periods, assignments, written Examinations, competency & scenario skill testing

Semester 4

Assigned Clinical and Ambulance completion

Clinical experiences are staged in the fourth semester of the program and include practicum rotations through a clinical site and an ambulance service. Students must be prepared to attend all practicums full- time. Clinical and ambulance sites only accommodate a certain number of students per year and practicums are planned according to need and availability. Students may have to travel to rural locations to complete their practicums. This program requires a significant contribution of time to be successful.

Program Evaluation & Certification

Students will be evaluated on performance in classroom and on both clinical and ambulance practicums. The passing grade for all classwork and exams is 80% and all skill items are pass/fail. Feedback will be provided by instructors/preceptors as you develop and hone your new skills. You will be formally evaluated with written assignments, written exams, skill stations, scenario simulations. You must also successfully complete clinical and field practicum evaluations.

Successful graduates of this program will receive Emergency Medical Technician Certification from Flatline Response Inc, and are eligible to challenge the provincial registration examination administered by the Alberta College of Paramedics. Website: www.collegeofparamedics.org

Program Materials

Materials will be provided to the student at the Course Orientation before first semester session begins. You'll receive your textbooks, Independent Study package, and student information. You will also receive other materials on the first day or at intervals throughout the program. Textbooks and basic course materials you'll need are included as part of the tuition. The cost of additional textbooks, uniforms, practicum fees, and optional materials will be the responsibility of each student. All students must wear agency approved uniform.

Practicum Placements

All students are required to attend both a Clinical (Hospital) and Ambulance Practicum. All practicums will be assigned to successful students. There may be fees attached to practicum placements.

Successful completion of all courses will allow students to attend the Clinical (Hospital) Practicums only. Travel/lodging may be required (at the student's expense) to attend the hospital facilities. Students will be required to provide a updated Security clearance with vulnerable Sectors - within 30 days of attendance at hospital practicum.

Students must successfully complete all didactic components, final examinations and Clinical Practicum in order to attend an Ambulance Practicum. There may be fees attached to practicum placements. Travel/lodging may be required (at the student's expense) to attend the ambulance facilities.

Students must be registered as an Emergency Medical Responder with the Alberta College of Paramedics in order to attend any practicum placement.

Program Accreditation

All Flatline Response Inc. prehospital programs are accredited by the Alberta College of Paramedics (ACP) and the Canadian Medical Association..

Tuition & Fees

Application Fee (non refundable)	\$	85.00
Program Tuition	\$	5,800.00
Textbooks, Resource materials, & Equipment (uniform not included)	\$	850.00
	<i>Approx</i>	

GST is not included

A \$500.00 deposit must be paid within five working days of acceptance into the program. This deposit will be credited towards your tuition fees. The balance of \$5,300.00 due a minimum of 7 days prior to the orientation, All programs begin at Orientation with the pre-study period. There is no refunds on issued course materials, exam setup fees, CBT programs (once password issued). Refunds are based on the guidelines defined by Alberta Advanced Learning.

Please note that Tuition and Fees are subject to change without notice

Fees and Tuition do not cover the costs associated with:

- additional study resources – required or recommended reading, uniforms, additional programs
- obtaining security clearance documents
- obtaining a medical statement, and completion of PET Test
- any required immunizations,
- obtaining a Class 4 License
- completion of PET (physical evaluation test) – University of Calgary
- travel to and from the practicum sites,
- accommodations and meals at the practicum sites,
- uniforms, boots, etc
- examination fees for the Alberta College of Paramedics
- registration fees for your discipline
- practicum placement fees

MEDICAL REQUIREMENTS

All students are required to provide the following:

1. Produce a medical statement indicating: (form attached)
 - a. No infectious diseases
 - b. No back problems or other medical problems that would prevent them from lifting and carrying a stretcher with an adult patient.
 - c. No uncontrolled epilepsy or other convulsive disorder.
 - d. Proof of current immunization. The immunization requirements include:
 - Tetanus within the past 10 years
 - Diphtheria with the past 10 years
 - Measles, Mumps and Rubella
 - Mantoux (TB) test – negative result within the past 12 months.
 - Hepatitis B vaccinations (It takes six months to get these shots. Students must have all three shots prior to commencing their practicum).
 - e. Cost of all shots and medical paperwork is the responsibility of the student. Students will not be allowed to commence their practicum if their shots are not up to date. No extensions will be granted to students who do not have their shots up to date.

The applicant Medical Examination Form - Appendix A is attached to the application package

APPLICATION PROCESS

All applicants are required to submit a complete "Application Package" with all supporting documentation and application fees. It is up to each student to ensure that the package is complete and all mandatory pre-requisites have been met. Application forms, transcripts and other supporting documentation submitted become the property of the College. The College will take appropriate action against individuals submitting falsified or tampered documents.

It is the responsibility of the applicant to notify the College of changes to personal information or to update their personal information. Correspondence that is returned undeliverable will result in the application being withdrawn.

Failure to complete entire package will delay the processing of your application or application may not be processed.

The Application fee for Emergency Medical Technician Program is \$85.00. Payment may be made by certified cheque, Money order, cash, or debit and must accompany registration package. Applications will not be processed if fees are not included. Upon receipt of Application you will be asked to complete an Intake Examination process.

Requirements for Admission - Mandatory

1. Minimum age - 18 years old.
2. Copy of EMR Certificate and Transcripts
3. Provide copy of Current Alberta College of Paramedics registration at EMR Level
4. Health Care Provider Level C.P.R. certification within the past 6 months
5. Security Clearance with vulnerable Sectors within past 6 months
6. Submission of interview questions - Written Interview - 15 Questions provided
7. Medical Report (form attached) completed and signed by physician
8. Updated immunization records including proof of vaccination against measles, mumps, rubella (MMR), hepatitis B and mantoux screening
9. Completed and signed Application Information document
10. Two letters of character reference
11. Successful completion of Intake Examination
12. Current Resume
13. Non-refundable \$85.00 application fee

Program Acceptance

Perspective students are required to submit all documentation, application fees and meet all admission requirements before being accepted into the program. Participation in the emergency medical technician program requires that all students have access to a computer with Internet capabilities

Selection Criteria

All applications received prior to close of registration and that meet the Admission Requirements will proceed to review, Intake Examination process and consideration. All applications will be assessed and it processed based on:

- Date of receipt of documentation
- Review of all required documentation
- Completion of the Interview Questions
- Results of Intake Examination
- Timely response to the Application Acceptance notification for

Incomplete application packages will not be processed until all documentation has been provided

Note: All applicants are required to be ACP registered at the time of program application

Intake Examination

All participants must complete a 100 question theory exam and a 2 hour Health Occupations Basic Entrance Exam – which you can set up with the school when you submit your application. This exam will be offered weekly during the application process.

Notification Process and Re-Application

Successful applicants will be notified within 7 days of close of registration and/or intake exam . Unsuccessful applicants we be required to resubmit a new application package for consideration into the next available program. Acceptance into any prehospital program should not be considered a guarantee of successful completion of program nor a guarantee for future employment.

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APPLICATION PACKAGE

EMERGENCY MEDICAL TECHNICIAN - (EMT)

Application Checklist

Application for

Surname	First Name	Middle Name
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Please submit application package and documents in the order listed below:

- Application Checklist with all required documentation checked
- Original Application for Admission form (faxed or emailed applications will not be accepted)
- \$85.00 non-refundable application fee, payable to Flatline Response Inc.
- Completed Medical form (signed by both physician and applicant) Appendix A
- Photocopy of updated immunization record (indicating vaccination against measles, mumps, rubella (MMR), hepatitis B and mantoux screening)
- Photocopy of Emergency Medical Responder (EMR) Certificate
- Photocopy of Emergency Medical Responder (EMR) Transcript
- Photocopy of current Alberta College of Paramedics Registration Card
- Clear Security Clearance with vulnerable sectors within 6 months
- Written Assignment Interview Questions Appendix B
- Student Agreement form (signed by applicant)
- Two letters of character reference
- Resume

I understand to that I will be required to participate in and complete the Heath Occupations Basic Entrance Test.and baseline knowledge exam to be considered for acceptance into the program.

Applicant's Signature

Date

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Please forward your completed Application for Admission, application fee, this page and supporting documents to:

Office of the Registrar
1, 3855 – 64 Avenue SE Calgary,
Alberta T2C 2V5

This information is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act. This information is used for the sole purpose or operating programs and activities at Flatline Response Inc., which includes but is not limited to, research, registration, awards, tax receipts, statistics, if applicable, permission to collect fees and information on behalf of the organization and facility future contact. If you have any question please contact the Registrar at #1, 3855 – 64 Avenue SE Street SE, Calgary, Alberta T2C 2V5 (403) 571-7655.

Program Information

APPLICATION INFORMATION

Registration Date: _____

Personal Information

LAST NAME		DATE OF BIRTH		
		MONTH	DAY	YEAR
FIRST NAME		___ Male ___ Female		
ADDRESS		CITY/PROV		
POSTCODE		Email:		
HOME PHONE	WORK PHONE		ALTERNATE PHONE	
Statistical Information Marital Status Married Common Law Single Divorced/Separated ed		General & Post Secondary Education		
		Highest Education Achieved Graduate Grade 12 Public College Vocational College University Technical Institute Other		Highest Level Achieved Applied Journeyman Bachelor Certificate Diploma ___Yrs
In the past year I was Student Employed Unemployed Other		Name of Institution _____		Attendance From _____
		Location (City/Prov/Country) _____		To _____

Medical Education

Program	Level	Certification Date	Name of Institution
First Aid/CPR			
Emergency Medical Responder			
Other			

Alberta College of Paramedics	<u>Registration Number</u> _____
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FEES Payable ONLY by Cash, Bank Draft, Money Order, or Certified Cheque only - payable to Flatline Response Inc.

I hereby certify that all statements on this application are true and complete in all respects and no relevant information has been withheld. If accepted for the above course, I agree to comply with all rules and regulations of Flatline Response Inc.

Applicant's Signature

Date

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Emergency Medical Technician - Ambulance

STUDENT AGREEMENT

I, _____ confirm:

1. I am over eighteen (18) years of age and all of the information included as part of my application is true and accurate to the best of my knowledge.
2. I am in good health and have:
 - No infectious diseases
 - No back problems or medical conditions that would interfere with or prevent my lifting or carrying a stretcher with an adult patient
 - No uncontrolled epilepsy or other convulsive disease
 - No other medical conditions that would interfere with the performance of EMT duties or student activities
3. I understand a clear security clearance with vulnerable sectors is required for entrance into both the program and into the clinical segment of practicum. I agree to provide this when it is required.. I also agree to allow the security clearance to be viewed by Flatline Response Inc. staff and/or clinical agencies as necessary.
4. I understand that hospital and ambulance practicum placements are to be arranged by Flatline Response Inc. and that practicum placements not coordinated as such will not be accepted as part of my clinical practicum. I agree to travel to complete my practicum obligations and I understand that the costs for such travel, including room and board, are my own responsibility.
5. I understand that my tuition fees for this course are due upon acceptance in the program and must be paid in full at close of program registration in order to begin pre-study program component. Examination results, official transcripts, certificates, and other information and services will be withheld if I have an outstanding account.
6. I understand that I must have a current email address and access to a computer and the internet in order to complete the didactic component of this program.
7. I agree to allow Flatline Response Inc. to release copies of my marks, program documentation, assignments, practicum results, and information on my progress to clinical sites involved in practicum placements, Canadian Medical Association for audit purposes and any other agency associated with this pre-hospital education. I agree to be interviewed by a representative(s) from clinical sites prior to acceptance into my practicum, members of the CMA audit team and or ACP audit teams..
8. I understand that even if I am employed by an ambulance service or hospital, I may not be allowed to attend my practicums at that location. I also understand that any previous experience which I may have in the health care field, will not be credited toward my clinical practicums and that I am willing to undertake all portions of the clinical segment of the program.

9. I understand that to receive a certificate, I must complete the entire program within the time allotted by Flatline Response Inc., or I may be requested to withdraw and consequently fail the program. I understand that poor attendance during either the didactic and/or clinical segments of the program may lead to failure of the program. I agree that should I fail to perform at an acceptable level during either the didactic component or clinical practicums, I may be requested to withdraw from the program and consequently fail the program.
10. I understand that I must submit documentation of successful completion of the Physical Evaluation Test (PET) administered by the University of Calgary Kinesiology Department in order attempt semester 2 examinations and that failure to comply will result in my termination from the Emergency Medical Technician program.
11. I agree that Flatline Response Inc., the ambulance service and hospital at which I complete my clinical training shall not be held liable for any illness or injury that I may sustain during the EMT program.
12. I understand that all information regarding patients is to be held in the strictest confidence and a breach of such confidence will result in immediate expulsion and failure of the program.

EMT Applicant's Signature

Date

I agree to allow Flatline Response Inc. to use photographs and materials I have contributed to within the program on their website and within the school and for information that may be made available to the public within advertising or public information displays.

EMT Applicant's Signature

Date

Applicant Medical Examination Form

Appendix A

Name:	Birthdate:
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Address:

A. Medical History

Medical Condition (1 = Never / 2 = Past / 3 = Current)	1	2	3
Psychiatric / Mental Disorders			
Alcohol / Drug Addiction			
Neurological Diseases			
Diseases of the Senses			
Chronic Respiratory Diseases			
Diabetes Mellitus			
Permanent Clinical Impairment			
Other Significant Illnesses			

To your knowledge, is this patient taking any drugs that will cause impairment? Yes No
 What is this patient's fitness level? High Medium Low

B. Physical Examination

Medical Examination (Y = Yes / N = No)	Y	N
Is there any abnormality of:		
Hearing (Conversation)		
Central Nervous System		
Coordination / Muscle Control		
Spine		
Neck and Extremities		
Heart		
Vascular System		
Respiratory System		
Abdomen		
Hematopoietic System		
Urine		
Blood Pressure		
Other significant Illnesses		

C. Physician's Statement

To the best of my knowledge, this applicant can perform the duties of an EMT. There are no medical or physical conditions that will inhibit this EMT Applicant from:

- Lifting and carrying, with a partner, a stretcher loaded to 75 kg
- Manoeuvring in a confined space
- Operating an emergency vehicle
- Managing stressful and traumatic situations

Date of Medical Examination: (MM/DD/YY)
Physician's Name:
Physician's Address:
Physician's Signature:

I certify that the information reflected in this report is correct to the best of my knowledge. I authorize the release of this information and any further medical data not stated hereon that an examining physician may wish to submit for the confidential use by the Program Medical Director and / or the Registrar of Flatline Response Inc.

EMT Applicant's Signature: _____ Date: _____

INTERVIEW QUESTIONS

Appendix B

This group of questions has been designed to give us an insight to who you are. Please write a brief paragraph for each one.

1. Write a general paragraph about who you are – likes, dislikes, history, hobbies, etc
2. What do you know about the EMT field? How did you gain your knowledge?
3. Describe an occasion where you were presented with an unexpected situation and you had insufficient time to seek assistance or guidance. What steps did you take to deal with the situation?
4. If you were asked to choose a hero, who would it be and why?
5. Give me an example of a problem that you encountered in your job (or at school) where you devised a creative way of handling it.
6. What makes you the best candidate for this program?
7. List 3 “Pet Peeves” you have, why they annoy you and how you deal with them when you encounter them.
8. To let us assess your flexibility in responding to a situation, can you tell us of any difficult situations you have found yourself in and describe how you coped?
9. What do you think you will dislike about this career?
10. Have you been involved in a situation where you thought that employer or school policy should be ignored or modified? Why did you think so? What did you do?
11. Has there been a time when you followed employer or school policy even though you had concerns about it? Why did you follow the policy?
12. To what extent have you had the opportunity to work with or associate with people from all walks of life, different cultures or ethnic backgrounds, or different ages? Have there been challenges in communicating? What were they, and how did you overcome them?
13. How do you react with someone who strongly disagrees with you?
14. What three words describe your personality?
15. What motivates you to improve and progress in your career (or education)?
16. What do you think the mission statement should be for our school?