

San Juan College, EMS Education Program
2024 Paramedic Application Packet

**APPLICATION FOR
THE ASSOCIATE DEGREE IN EMS AND PARAMEDIC CERTIFICATION**



**SAN JUAN COLLEGE
EMS EDUCATION PROGRAM**

4601 College Blvd.
Farmington, NM 87402
505-566-3857

Diane Meyer, EMS Director
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Dear Prospective Student:

Thank you for your interest in San Juan College's Associate Degree/Certificate Paramedic Program. Spring of 2012 hailed the commencement of the New Mexico EMS Bureau and Joint Organization of Education approved Paramedic Program. Established in 1985, the San Juan College EMS Education Department has continually strived to meet and exceed National standards. We are proud to announce achievement of national accreditation by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions, as well as, the Commission of Accreditation of Allied Health Education Programs.

Prerequisites and entrance requirements for each program are laid out in the San Juan College Course Catalogue, distributed each semester. Please note that the catalogue in effect, at the time of your admission, or readmission, to the EMS or Paramedic Program applies to your degree requirements. It is recommended that you be advised by an EMS faculty member prior to application. It is an important part of your application, if you wish to apply for advanced standing admission or readmission. It is also important that you read the instructions on the application form, and follow the steps under class requirements provided with this application, including the submission of two personal recommendation letters.

Admission/readmission to the program is based on decisions by a Paramedic Program Admission Committee. Advanced standing applicants will have transcript evaluations by the Registrar in coordination with the Program Director.

Pre-Paramedic students may enroll in classes in the degree plan, excluding the Paramedic Program Core classes. Many students complete some or all of this prior to entrance into the program. During each semester, students are required to attend clinical fieldwork in Farmington and surrounding areas, as well as, areas outside the Four Corners. While San Juan College EMS Education Department staff will help schedule the fieldwork, the student is responsible for any accrued travel, overnight lodging and food expenses. It is the student's responsibility to contact the Financial Aid office as early as possible for information on assistance with college expenses.

Prospective students should consider the following in seeking an EMS career.

1. The New Mexico EMS Act provides for possible denial of licensure to persons who have been convicted of a felony or those with outstanding child support payments.
2. EMTs are exposed to clients with a variety of illnesses.

Students must be eligible for the New Mexico Advanced EMT Licensure to apply, **but must be a New Mexico Licensed EMT-Intermediate, or AEMT at the time the Paramedic courses start, or have received permission from the SJC EMS Director and/or Coordinator for application consideration if student holds only an EMT license.**

Please contact the EMS Education Office for additional information.

Sincerely,

Diane M. Meyer, SJC EMS Director

505-566-3576

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COURSE CONTENT:

Upon successful completion of the Paramedic Program, graduates will receive course completion certificates and eligibility to take the National Registry Examination. In addition, graduates will receive NAEMT PHTLS-Advanced, AHA ACLS and PALS certificates. Graduates will be well prepared to take charge of patient care in the Pre-hospital setting.

This program of study consists of approximately 1600 hours of classroom, clinical, and a field internship, and continues for approximately 12 consecutive months. Admission to the program is limited. Interested students are encouraged to meet with the Program Director for advising. The curriculum meets or exceeds the National EMS Education Standards.

Instruction may be offered in class or online meeting or exceeding all aspects of the National EMS Education Standards for the Paramedic. As stated above, in addition to the standard curriculum other subjects included are: PALS, ACLS, and PHTLS.

Clinical experience will be conducted in the Emergency Room, OB/Labor & Delivery, Operating Room, Cardiology & Cath Lab, Pediatric Units and Clinics, Behavioral/Psychiatric Unit, Intensive Care Units, Respiratory Therapy, Childcare Centers, Nursing Homes, Renal/Dialysis Unit, Urgent Care and Local EMS Services. Medical facilities throughout New Mexico and Southern Colorado approved clinical sites. There is a mandatory minimum of 340 hours of clinical time. Students will be required to attend one clinical session a month in Farmington.

350 hours (minimum) with a mandatory 50 ALS “lead” calls, is required in the Field Internship portion for students to complete their course of instruction.

Classes are conducted on the San Juan College Campus:

Orientation: All students will attend a two-day class orientation the week class starts.

Classroom: Class will commence August 20, 2024. The program is in hybrid format: Three days every 2nd week, in class, from 08:30 AM to 5:30 PM (Tuesday, Wednesday, and Thursday); Didactic content online in CANVAS. Mandatory virtual classroom is also scheduled 1-2 days/week, on the weeks where there isn't classroom time scheduled. An exact schedule will be distributed on the first day of class. **Additional time may be scheduled at the discretion of the Paramedic Faculty as needed to meet the required competencies.**

Clinical/Internship: Clinicals will begin during the Fall Term at a minimum of one day a week of clinicals and during the Spring Term with a minimum of two days of clinicals until Internship. Internship may be 40 (or more) hours per week. Students may be required to travel for their internship, as well as clinicals. **Additional time may be scheduled at the discretion of the Paramedic Faculty as needed to meet the required competencies.**

APPLICATION SCHEDULE

- **May 01, 2024 – APPLICATIONS DUE**
 - *Please be certain to include all required documents, including the letters of recommendation.*
- **May-June, 2024 - Paramedic Pre-Testing Dates: TBD**
- **June 2024 - Paramedic Interviews: TBD**
- **August 2024 – Bootcamp**
 - Exact Days TBD 08:30am-05:30pm
- **August 20, 2024 - Class Orientation and First Day**

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APPLICATION REQUIREMENTS:

General admission and registration requirements are outlined in the 2024 San Juan College Catalogue.

Applicants to the Paramedic Program must meet the same requirements as other San Juan College students.

Additional requirements for admission to the Paramedic Program include:

- High school diploma or GED
- Proof of academic proficiency: High School Transcripts with required GPA, and course grades in Reading & Math, or Platinum Entrance Assessment.
- Completion of program prerequisites (Students currently enrolled in a prerequisite course that will complete the course prior to the start of the program will be considered contingent on their successful completion of the coursework.)
- Current New Mexico licensure or National Registry certification at the level of Emergency Medical Technician Intermediate or equivalent (or permission by SJC Coordinator and/or Director if licensure of EMT) New Mexico licensure is required for anyone during vehicular clinicals/Internship in New Mexico.
- Current AHA Basic Life Support or comparable healthcare provider CPR certification that will be valid through the duration of the program.
- One year of documented EMS experience (Students with less than one year of experience should refer to the note in the next item).
- Two letters of recommendation (Students with less than one year of documented experience as required in the previous item can substitute two additional letters of recommendations from individuals familiar with the students' EMS knowledge and skills for a total of four letters.)
- Completion of an Advanced Emergency Medical Technician (EMT-Intermediate) written examination administered by the EMS Program by appointment. (Entrance exam)
- All other requirements as may be established by clinical and/or field training sites including, but not limited to, criminal background check, drug screening, and proof of vaccinations or titers.
- Interview with EMS Program staff.
- Attendance at a mandatory program orientation and bootcamp.
- Successful completion of skills practical test and written pretest.
- Proof of academic proficiency in Anatomy and Physiology for the Paramedic Profession by CLEP exam, successful completion of BIOL 112 (1130), Intro to A & P, or BIOL 252 (2210), A & P I, or eight credit hours of college level A&P course.
- Complete program application with pre-interview questionnaire and all required documentation.

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Readmission Requirements:

Previously admitted students who have failed to complete the Paramedic program may apply for readmission, but must meet the following requirements:

1. Students desiring readmission within one year of last date of attendance must meet current admission requirements and successfully complete validation exams. Students may be required to complete remediation in deficient areas.
2. Students desiring readmission after one year of last date of attendance must meet current admission requirements and may be required to repeat selected Paramedic courses.

Advanced Placement Requirements:

Students seeking advanced placement (transferring from another paramedic program, or licensed as a RN, RRT, or other appropriate health care provider) must meet all the requirements for acceptance into the paramedic program. In addition, applicants must meet the following:

1. Submit official transcripts from their program. A grade of “C” or better in all previous EMS courses is required.
2. Validation exam(s) may be required in the cognitive, psychomotor, and clinical areas to determine the level at which the student may enter the program (additional fees may be required).
3. Students desiring advanced placement may be required to repeat previously completed courses.
4. The Medical Director and the Program Director have final authority on admission.

Credit for Advanced Placement Students requesting credit for advanced placement for general education or prerequisite courses will need to contact the San Juan College Enrollment Services Office.

Credit for Work Experience or Experiential Learning:

There is no credit given for Paramedic courses based on work experience. There are no prerequisite paid work experience requirements to apply to the program.

Transfer of Credits:

Credit for Transferring Coursework from Another Institution

A. Previous Prerequisite or General Education Coursework: Students requesting credit for previous general education or prerequisite coursework must submit an official transcript from the educational institution to the San Juan College Enrollment office. The advisor will review all submitted official transcripts and set course equivalencies, according to college standards for all previous non-EMSP coursework. Any course that is listed as equivalent will be accepted as having completed that course within the EMSP curriculum. The advisor and/or program director will consult with academic deans to assist with the determination as needed.

B. Previous Paramedic Program Coursework: Transfer credit at SJC for Paramedic Program coursework completed at other institutions is not generally accepted. A student may meet with the Program Director to have the credit reviewed to possibly be accepted, on a case-by-case basis.

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PARAMEDIC PROGRAM COST: (Approximate)

Length of Program: 12 months

PROGRAM COST:

Subject to Change (Not including Travel, Per-diem, uniforms, supplies)

Resident: *\$52.00/credit hour (without program requirements or fees)

Non-Resident: \$164.00/credit hour (without program requirements or fees)

*Includes Legal Residents of Southern Colorado that border New Mexico, Native Americans of bordering states, and Active Duty Military (including New Mexico National Guard).

Resident Fees:

- The structure for resident fees has changed from multiple fees per credit hour to one overall fee per student.
- The fee for resident students taking four credit hours or less will be \$77.50
- The fee for those taking more than four credit hours will be \$185
- This \$185 fee will remain the same for students enrolled in 12 or more credit hours

Non-Resident Fees:

- The structure for non-resident fees has changed from multiple fees per credit hour to one overall fee per student.
- The fee for non-resident students taking four credit hours or less will be \$137.50
- The fee for those taking more than four credit hours will be \$305
- This \$305 fee will remain the same for students enrolled in 12 or more credit hours

Please call San Juan College Admissions for further information on tuition: 505-566-3300

Tuition and fees are payable at the time of registration unless prior arrangements have been made. SJC has a Deferred Tuition Payment Policy. Please ask at the Business Office for details. Students are not officially enrolled until their registration receipts are validated by the Business Office. Tuition and fees are subject to change without notice by the San Juan College Board.

Tuition, Fees, and Other Program Costs:

Tuition and Fees for 2024:	Approximately \$3,290.00
Program Costs: Books & Uniform	Approximately \$1,400.00

FINANCIAL AID:

Students enrolling in the Paramedic Program are eligible for financial aid. **Contact Financial Aid Office at (505) 566-3323 for further information.**

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LOAN-FOR-SERVICE PROGRAMS:

Loan-for-service programs available to NM residents are based on the premise of financial aid in exchange for service in under-served NM communities. The NM Health service Corps will assist a student while in training in exchange for service after graduation, (505) 841-8364. The NM Health Professional Educational Loan Repayment Program is designed to provide repayment of qualifying educational loans of licensed or certified health professional that agree to relocate to an approved practice, 800-279-9777 or 505-827-7383.

VETERAN'S BENEFITS:

The Paramedic Curriculum is approved for certification of students eligible to receive educational assistance through the VA. For assistance contact (505) 566-3323.

NEW MEXICO HEALTH SERVICE CORP:

It is a state supported program administered by the NM department of Health, Public Health Division, Primary care/Rural Health Bureau who recruits, places and helps support designated health professionals in rural and medically underserved areas of New Mexico.

The NMHSC methodology for supporting health professionals. The NMHSC provides stipends to eligible health professionals during their last two years of training or residency who, in turn, enter into contract with the Department of Health to provide (when licensed) health service for a minimum of two years and (1600 hours a year) in an underserved area of New Mexico.

For more information contact: Bonnie S. Hatch, Health planner; DOH/Primary care/Rural Health Bureau; New Mexico Health Service Corps; 625 Silver SW, Suite 201, Albuquerque, NM 87102; Phone: (505) 841-5872; Fax: (541-5885)

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CERTIFICATE PROGRAM:

PARAMEDIC REQUIRED COURSES

			Credits	
EMSP	200	Assessment and Clinical Decision Making	1	1
EMSP	205	Airway and Ventilatory Management	1	1
EMSP	211	Paramedic Professional Practice	2	2
EMSP	216	Emergency Pharmacology	2	2
EMSP	219	Medical Emergencies I	5	5
EMSP	229	Paramedic Lab I	5	5
EMSP	230	Paramedic Clinical I	2	2
EMSP	242	Trauma Management	3	3
EMSP	245	Advanced Cardiac Life Support	1	1
FIRE	133	Basic Vehicle Extrication	1	1

NOTE: The Program Director and Medical Director may increase the number of clinical and internship hours.

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2024

San Juan College

EMS Program Paramedic Application

(This form and required documents may be faxed to 1-505-566-3870)

Name: _____

Address: _____

Phone: _____

Date of Birth: _____ Email: _____

EMS Experience: (Must provide copy of licensure)

State License/NREMT #: _____ Expiration Date: _____

Current EMS Service: _____

If applying for re-admission, what was the last day you attended: _____

Are you applying for Advanced Placement? Yes _____ No _____

Explain any health problems that might interfere with your abilities to perform to the standards

of being an EMT _____

Please list special assistance needed (if any) _____

Student Signature: _____ Date: _____

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The San Juan College Paramedic Education Program recently underwent a site visit by Committee on Accreditation of Educational Programs for Emergency Medical Services Professions and received notice of programmatic accreditation without violations. Therefore, San Juan College Emergency Medical Services Program is a recognized nationally accredited program by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org).

Commission on Accreditation of Allied Health Education Programs
1361 Park Street
Clearwater, FL 33756
Phone: 727-210-2350
Fax: 727-210-2354
<http://www.caahep.org/>

Please contact mail@caahep.org if you have general questions about CAAHEP

Through the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP)

CoAEMSP

4101 W. Green Oaks Blvd. Suite 305-599
Arlington, TX 76016
817.330.0080
Fax 817.330.0089
<http://www.coaemsp.org/>

Office of Health Emergency Management

Division of Epidemiology and Response

New Mexico Department of Health
EMS Bureau
P.O. Box 26110
Santa Fe, New Mexico 87502
505-476-7821
<http://www.nmems.org/>

Upon successful completion of a level, the graduate will be eligible to take the New Mexico State Licensure and/or National Registry of EMT's examination.

San Juan College offers refresher courses for all levels of service and continuing education courses that are of interest to the Emergency Medical Services community.

NOTE: Special requirements may need to be fulfilled prior to acceptance into the EMS Program. Please contact the Paramedic Director at 505-566-3576 for additional information.

All courses, which have a Corequisite lab, must be taken together for credit on initial and subsequent attempts.

Because of ongoing changes in accreditation and licensure requirements in EMS, this catalog applies to all students entering or reentering the EMS Program during the 2018-2019 school year.

PARAMEDIC FUNCTIONAL JOB DESCRIPTION:

Functional Job Analysis

Paramedic Characteristics

The Paramedic must be a confident leader who can accept the challenges and high degree of responsibility encompassed within the position. By utilizing excellent judgment in order to prioritize decisions and act quickly in the best interest of the patient. A Paramedic must be self-disciplined, able to develop patient rapport, interview hostile patients, maintain safe distance, and recognize and utilize communication unique to diverse multicultural groups and ages within those groups. They must be able to function independently at optimum level in a non-structured environment that is constantly changing.

Generally, part of a two-person team, it is likely a paramedic will work with a lower skill and knowledge level EMT. The Paramedic is held responsible for the safe and therapeutic administration of drugs, including narcotics, and therefore needs to be knowledgeable in medications and the practical application of medications. Including thorough knowledge and understanding of the general properties of all types of drugs including analgesics, anesthetics, anti-anxiety drugs, sedatives and hypnotics, anti-convulsants, central nervous stimulants, psychotherapeutics which may include antidepressants, and other anti-psychotics, anticholinergics, cholinergics, muscle relaxants, anti-dysrhythmics, anti-hypertensives, anticoagulants, diuretics, bronchodilators, ophthalmics, pituitary drugs, gastro-intestinal drugs, hormones, antibiotics, antifungals, anti-inflammatories, serums, vaccines, anti-parasitics, and others.

The Paramedic is accountable and responsible, legally, ethically and morally for each drug administered, for using correct precautions and techniques, observing and documenting the effects of the drugs administered, keeping one's own pharmacological knowledge-base current as to changes and trends in administration and use, keeping abreast of all contraindications to administration of specific drugs to patients based on their constitutional make-up, and using drug reference literature.

Paramedic responsibilities extend to obtaining a comprehensive drug history from the patient, including names of drugs, strength, daily usage and dosage. The paramedic must take into consideration that many factors, in relation to the history given, can affect the type medication to be given. For example, some patients may be taking several medications prescribed by several different doctors and some may lose track of what they have or have not taken. Some may be using non-prescription/over the counter drug. Awareness of drug reactions and the synergistic effects of drugs combined with other medicines and in some instances, food, is imperative. The paramedic must also take into consideration the possible risks of medication administered to a pregnant mother and the fetus; keeping in mind that drugs may cross the placenta.

The paramedic must be cognizant of the impact of medications on pediatric patients based on size and weight, special concerns related to newborns, geriatric patients and the physiological effects of aging such as the way skin can tear in the geriatric population with relatively little to no pressure. There must be an awareness of the high abuse potential of controlled substances and the potential for addiction, therefore, the Paramedic must be thorough in report writing and able to justify why a particular narcotic was used and why a particular amount was given. The ability to measure and re-measure drip rates for controlled substances/medications is essential. Once medication is stopped or not used, the Paramedic must send back unused portions to the proper inventory arena.

The Paramedic must be able to apply basic principles of mathematics to the calculation of problems associated with medication dosages, perform conversion problems, differentiate temperature reading between centigrade and Fahrenheit scales, be able to use proper advanced life support equipment and supplies (i.e. proper size of intravenous needles) based on patient's age and condition of veins, and be able to locate sites for obtaining blood samples and perform this task, administer medication intravenously, administer medications by gastric tube, administer oral medications, administer rectal medications, and comply with universal pre-cautions and body substance isolation, disposing of contaminated items and equipment properly.

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The Paramedic must be able to apply knowledge and skills to assist overdosed patients to overcome morbidity through antidotes, and have knowledge of poisons and be able to administer treatment. The paramedic must be knowledgeable as to the stages drugs/medications go through once they have entered the patient's system and be cognizant that route of administration is critical in relation to patient's needs and the effect that occurs.

The Paramedic must also be capable of providing advanced life support emergency medical services to patients including conducting of and interpreting electrocardiograms (EKGs), electrical interventions to support the cardiac functions, performing advanced endotracheal intubations in airway management and relief of pneumothorax and administering of appropriate intravenous fluids and drugs under direction of off-site designated physician.

The Paramedic is a person who must not only remain calm while working in difficult and stressful circumstances, but must be capable of staying focus while assuming the leadership role inherent in carrying out the functions of the position. Good judgment along with advanced knowledge and technical skills are essential in directing other team members to assist as needed. The Paramedic must be able to provide top quality care, concurrently handle high levels of stress, and be willing to take on the personal responsibility required of the position. This includes not only all legal ramifications for precise documentation, but also the responsibility for using the knowledge and skills acquired in real life-threatening emergency situations.

The Paramedic must be able to deal with adverse and often dangerous situations which include responding to calls in districts known to have high crime and mortality rates. Self-confidence is critical, as is a desire to work with people, solid emotional stability, a tolerance for high stress, and the ability to meet the physical, intellectual, and cognitive requirements demanded by this position.

Physical Demands

Aptitudes required for work of this nature are good physical stamina, endurance, and body condition that would not be adversely affected by frequently having to walk, stand, lift, carry, and balance at times, in excess of 125 pounds. Motor coordination is necessary because over uneven terrain, the patient's, the Paramedic's and other worker's well-being must not be jeopardized.

Comments

The Paramedic provides the most extensive pre-hospital care and may work for fire departments, private ambulance services, police departments or hospitals. Response times for nature of work are dependent upon nature of call. For example, a Paramedic working for a private ambulance service that transports the elderly from nursing homes to routine medical appointments and checkups may endure somewhat less stressful circumstances than the Paramedic who works primarily with 911 calls in districts known to have high crime rates. Thus, the particular stresses inherent in the role of the Paramedic can vary, depending on place and type of employment.

In general, the Paramedic must be flexible to meet the demands of the ever-changing emergency scene. When emergencies exist, the situation can be complex and care of the patient must be started immediately. In essence, the Paramedic in the EMS system uses advanced training and equipment to extend emergency physician services to the ambulance.

The Paramedic must be able to make accurate independent judgments while following oral directives. The ability to perform duties in a timely manner is essential, as it could mean the difference between life and death for the patient.

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Use of the telephone or radio dispatch for coordination of prompt emergency services is required, as is a pager, depending on place of employment. Accurately discerning street names through map reading, and correctly distinguishing house numbers or business addresses are essential to task completion in the most expedient manner. Concisely and accurately describing orally to dispatcher and other concerned staff, one's impression of patient's condition, is critical as the Paramedic works in emergency conditions where there may not be time for deliberation. The Paramedic must also be able to accurately report orally and in writing, all relevant patient data. At times, Reporting may require a detailed narrative on extenuating circumstances or conditions that go beyond what is required on a prescribed form. In some instances, the Paramedic must enter data on computer from a laptop in ambulance. Verbal skills and reasoning skills are used extensively.

Qualifications

- Must be at least 18 years of age and be a high school graduate or equivalent.
- Valid driver's license.
- Ability to communicate verbally; via telephone and radio equipment;
- Able to lift, carry, and balance up to 125 pounds (250 with assistance); ability to interpret and respond to written, oral and diagnostic form instructions
- Ability to use good judgment and remain calm in high stress situation and take on role of 'leader'.
- Must have the ability to read road maps; drive vehicle, accurately discern street signs and address numbers read medication/prescription labels and direction for usage in quick, accurate, and expedient manner,
- Ability to communication verbally with patients and significant others in diverse cultural and age groups to interview patient, family members, and bystanders,
- Ability to discern deviations/changes in eye/skin coloration due to patient's condition and to the treatment given.
- Must be able to document, in writing, all relevant information in prescribed format in light of legal ramifications of such; ability to converse with dispatcher and EMS providers via phone or radio as to status of patient.
- Good manual dexterity with ability to perform all tasks related to advanced emergency patient care and documentation.
- The Paramedic must have the ability to bend, stoop, balance, and crawl on uneven terrain; and the ability to withstand varied environmental conditions such as extreme heat, cold, and moisture.
- Must have knowledge and skills relevant to position and be able to implement them in stressful situations.
- Must be cognizant of all legal, ethical, and moral obligations inherent within scope of practice.
- Must have successful completion of approved curriculum with achievement of passing scores on written and practical certification examinations as defined by programmatic guidelines. Re-certification is dependent upon an individual's successful completion of inter-agency approved Paramedic continuing education refresher courses.
- At any given time, performs any or all tasks performed by a lower level EMT. May supervise activities of students or interns, and/or may engage in writing of journal articles or teach. Meets qualifications within the functional job analysis.