

2021-2022

Emergency Medical Services Technology Program

Admission Packet
School of Health Professions
Community College of Baltimore County
Essex Campus

www.cbcmd.edu/shp

<https://ccbc.liasoncas.com/applicant-ux/#/login>



CCBC

| SCHOOL OF HEALTH PROFESSIONS

Emergency Medical Technology

Program Description

The EMS profession are an integral part of the healthcare continuum, both in the United States and abroad. The CCBC Emergency Medical Technology program prepares our students to meet the challenges of providing quality pre-hospital care to the sick and injured by providing a solid, evidence-based, state-of-the-profession educational experience. Instruction is provided by experienced EMS educators and clinicians with a variety of backgrounds and experiences.

The CCBC Emergency Medical Technology program paramedic core courses are completed over a 15-month contiguous and sequential period. Additional coursework to meet the certificate or degree options are recommended prior to entry into the program to promote student success. The clinical courses include scheduled rotations in some of the nation's top hospitals and are integrated with field rotations with the Baltimore County Fire Department and/or the sponsoring agency of the student. Courses also include a combination of in-person classroom sessions and blended learning models.

Upon successful completion of the core program courses, the student will be eligible to sit for the National Registry of Emergency Medical Technicians certification exam. Psychomotor exams are hosted by CCBC and computer-based testing is available in the CCBC Pearson-VUE testing center.

Advanced placement options are available for students who are currently certified at the Maryland CRT-I level.

Accreditation

The Community College of Baltimore County Emergency Medical Technology Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) on recommendation of the Committee on Accreditation of Emergency Medical Services Education Programs (CoAEMSP). The program is also a recognized Advanced Life

Support Education Program by the Maryland Institute for Emergency Medical Services Systems (MIEMSS) Emergency Medical Services Board.

Admissions Deadline

April 15th for a Fall start

March 1st for a Summer start for Advanced Placement eligible applicant

Credit Certificate Program

All courses must be completed in the listed sequence and with a grade of “C” or better. Upon successful completion of these courses, the students are eligible to apply for graduation with the Emergency Medical Services Technology Certificate and the students are eligible to sit for national and state licensure.

Fall 1:

- EMST 240 – Paramedic Foundations
- EMST 213 – Paramedic Clinical Practice I
- EMST 212 – Paramedic Operations

Spring:

- EMST 211 – Paramedic Medical & Trauma Emergencies I
- EMST 222 – Paramedic Special Populations
- EMST 214 – Paramedic Clinical Practice II

Summer:

- EMST 221 – Paramedic Medical and Trauma Emergencies II
- EMST 223 – Paramedic Clinical Practice III

Fall 2:

- EMST 224 – Paramedic Internship

Associates of Applied Science Degree

These courses are not required to be completed by the admission deadline, however have shown to benefit students entering the core program courses. These courses must be completed prior to applying for graduation for the Associates of Applied Science Degree.

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- BIOL 109 – Human Anatomy and Physiology
- ENGL 101 – College Composition
- HLTH 101 – Health and Wellness
- PSYC101 – Introduction to Psychology
- MATH
- SPCM 101 – Fundamentals of Communication
- Any 3 Credit diversity course
- EMST 105 – Emergency Medical Technician

Advanced Placement Options

Maryland CRT-I Licensed Clinicians

Applicants possessing a valid and current Maryland CRT-I license are eligible to receive credit for prior learning and advance place into the Certificate program.

Candidates will be require to complete entrance baseline skills competency testing for all advanced level skills in the CRT-I scope of practice as part of the entrance process.

Upon successful completion of the entrance process, the required coursework to meet the requirements for licensure are as follows:

Summer:

- EMST 221 – Paramedic Medical and Trauma Emergencies II
- EMST 223 – Paramedic Clinical Practice III

Fall 2:

- EMST 224 – Paramedic Internship

Admission Criteria

These are the minimum requirements for application eligibility to enter the program, those not meeting all of these conditions will not be considered for entry.

1. EMST105 Emergency Medical Technician
 - a. If not a previous CCBC student, an active/current EMT Certification that will be used to give credit for prior learning for this course.
 - b. If a Maryland CRT-I, an active license must be uploaded to the application to be used to give credit for prior learning for this course.

2. If a previous CCBC student, a minimum 2.0 GPA.
3. Current AHA or ASHI BLS Provider certification
4. Any previous college courses taken should have transcripts uploaded, official are preferred. Official transcripts ARE required in order to consider transfer credits for the degree program.

Steps for Admission

1. Apply for admission to CCBC at <http://www.cbcmd.edu/apply>
2. Participate in assessment testing, if necessary.
3. Complete prerequisite courses as necessary.
3. Once you have your CCBC Student ID number, log into <https://shp.liasoncas.com/applicant-ux/#/login> and apply to the **CCBC SHP EMT** or **CRT-I to Paramedic** certificate or degree program by the application deadline. The **nonrefundable** \$50 application fee is due at time of submission.
 - a. If you need assistance with the program application, you can watch the videos within the application or,
 - b. You can review our YouTube video [showing an application walkthrough at https://youtube.com/channel/UCGjlbh2aheqelcxERFZ99w](https://youtube.com/channel/UCGjlbh2aheqelcxERFZ99w)
4. It is the sole responsibility of the student to ensure that all documents have been received or uploaded into the SHP CAS by the deadline.
5. Applicants will receive an **email** inviting them to complete the **CCBC SHP Supplemental application** once their program SHP CAS application has been verified. Instructions will be in the email.

TRANSCRIPTS

Official transcripts from ALL US colleges and universities attended by the applicant are required to be submitted to the SHP CAS and to the CCBC Registrar. Official AP, CLEP scores or international transcript evaluations should be sent directly to the CCBC Registrar/Office of Enrollment Services. The unofficial score report of AP or CLEP, may be sent directly to the School of Health Professions Admissions office. Do not send AP or CLEP scores to the SHP CAS.

Please read these instructions carefully. Transcripts should be sent to the SHP CAS Transcript Processing Center and to CCBC, 4 to 6 weeks prior to the application deadline. . If the program that you are applying only requires an unofficial transcript sent to the SHP CAS, you must still submit Official Transcripts to CCBC for transfer of credit.

How to Send Transcripts to the SHP CAS



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1. Enter your colleges or universities in the **Colleges Attended** section of the application before requesting any transcripts.
2. Click **ORDER** under each school you have listed.
3. You may choose to send the transcript electronically (recommended) or as a paper copy through the US Postal System. You only need to submit one transcript from each school regardless of the number of programs you are applying.
 - To Send an Electronic Transcript
 1. Choose one of the e-transcript services listed. CCBC uses Parchment. Search for the school that you attended. Complete the prompts to make an account. You will be asked where you would like the credential/transcript sent, type SHP CAS into the search bar.
 2. You will then be asked for the Application ID, this number is found in the ‘Order Your Official Transcript’ screen in the SHP CAS application, in Step 3. Copy and paste the number in the space on the e-transcript service page.
 3. Complete the form request by signing and paying for the transcript. You will receive a receipt that the transcript has been ordered.
 - To Send a Paper Copy Using the US Postal Service
 1. You can use the mail system to send paper copies of your Official Transcript. Click on the word ‘Order’, chose Option 2: Order a Mailed Paper Transcript. Click ‘Download Transcript ID Form’ and print the form. Contact the Registrar at each institution you attended and request one official transcript be sent to SHP CAS.
 2. Provide the Registrar with the following items:
 - a. SHP CAS Transcript ID Form. Ask the Registrar to attach it to your official transcripts. This form is not required, but strongly recommended as it helps ensure your official transcripts are properly matched to your application. If you cannot use this form, make sure the registrar prints "SHP CAS" and your full SHP CAS ID number on the transcript before mailing it.
 - b. Give the Registrar this mailing address:
 SHP CAS Transcript Processing Center
 PO Box 9134
 Watertown, MA 02471

How to Send Transcripts to the CCBC Registrar

1. Use this link to send your transcripts from all colleges attended, except CCBC, to CCBC Enrollment Services: <https://www.cbcmd.edu/Get-Started/Take-classes/Take-a-credit-class/Transfer-to-CCBC-from-another-college.aspx>. Evaluation of your application will be delayed if you do not submit transcripts to the CCBC Registrar’s Office.

How to Confirm that Transcripts are Received

Applicants are responsible for checking to see that the official transcripts have been received at the required locations (SHP CAS AND CCBC)

1. SHP CAS - log into your CAS applications and select the Check Status tab in the upper right corner. All expected transcripts will be listed and it will be noted if the transcript has been received or not. Contact the SHP CAS directly by clicking on the blue question mark at the top of the application if you have questions about your transcript.
2. CCBC Enrollment Services – Log into your CCBC SIMON account to determine if your transcripts have been received and to review any transfer of credits. You can contact transfereval@ccbcmd.edu if you have a question about courses that may or may not have been transferred into CCBC.

How to Send CLEP, AP and/or International College Transcript Evaluations

1. Send Official scores and evaluation directly to the CCBC Registrar office using this link, <https://www.ccbcmd.edu/Get-Started/Take-classes/Take-a-credit-class/Transfer-to-CCBC-from-another-college.aspx>. Unofficial copies can be sent to the SHP Admission Office at, shpseat@ccbcmd.edu.

Admission Response

Admissions decisions are emailed to applicants approximately 6 to 8 weeks after the application deadline.

Post Admission

Applicants who receive a conditional offer of admission to the Emergency Medical Technology program must be prepared to provide the following prior to the fall semester. Further information is provided at orientation by the program director.

- Provide proof of current AHA or ASHI CPR certification at the Healthcare Provider Level.
- Proof of a recent physical examination with current immunizations,
- Proof of current health insurance
- Complete a Castlebranch background check and drug screen. Information for completing this process will be provided in the conditional offer letter and is at the cost of the student. The cost is approximately \$100.00 that is paid directly to the vendor. Any issues identified during the background process or drug screen may restrict the student from continuing in the program or admissions process.



- Complete a EMT program uniform order form and provide payment to CCBC in the form of cash, check or credit card and,
- Obtain the required textbooks and LMS access to complete coursework throughout the program. A copy of the required materials, ordering information and costs will be provided in the conditional acceptance letter.

Who to Contact

Academic Advising – Advising is available at all campuses and extension centers. Please ask to speak with a **Health and Science Pathways Advisor** only. Call 443-840-2222 or visit online at <http://www.ccbcmd.edu/Resources-for-Students/Academic-Advisement/Contact-an-Academic-Advisor.aspx>.

Program Director – is able to answer questions about the program, the processes, scheduling, and other related details on the courses or program requirements. You can contact the program director at 443-840-1477 or email rmuller2@ccbcmd.edu

School of Health Professions Office of Admissions at 443-840-1989 or email shpseat@ccbcmd.edu



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