



**Spring / Summer / Fall 2010**

Dear EMS (Emergency Medical Services) Student Candidate:

Thank you for your interest in the EMS Program at South Plains College. Our program consists of three levels.

EMT-Basic (Emergency Medical Technician)

This course consists of 164 clock hours. You will spend 32 hours in the hospital/clinical setting, and 32 hours in a field internship. Successful completion of this course will qualify you to apply to the National Registry to take the EMT-Basic Certification Exam. This course counts for 6 hours of college credit towards an AAS Degree in EMS.

EMT-Intermediate

This course consists of 240 clock hours. You will spend 80 hours in the hospital/clinical setting, and 112 hours in a field internship. Successful completion of this course will qualify you to apply to the National Registry to take the EMT-Intermediate Certification Exam. This course counts for 13 hours of college credit towards an AAS Degree in EMS.

EMT-Paramedic

This course consists of 304 clock hours. You will spend 240 hours in the hospital/clinical setting, and 220 hours in a field internship. Successful completion of this course will qualify you to apply to the National Registry to take the EMT-Paramedic Certification Exam. This course counts for 21 hours of college credit towards an AAS Degree in EMS.

For students' convenience, the EMS Program at South Plains College provides both day and night courses for all levels of instruction. For course availability for the upcoming semesters, please refer to the table in the "Additional Instructions" sheet. EMT-Intermediate and Paramedic course availability may be adjusted from semester to semester. Please contact the EMS Program office for information concerning these courses.

Also, EMS courses are available within the South Plains College service area. If you are interested in course availability in cities other than Lubbock and Levelland, please contact the South Plains College EMS Program staff.

**Mandatory Requirements for entrance into the EMS Programs are listed below:**

**EMT-Basic:**

- High School Diploma/GED
- Admission to South Plains College
- TSI Complete in Reading (see "Additional Instructions" for further information)
- Completed file (includes Student Information Sheet, Proof of Immunizations, Proof of CPR Certification)

**EMT-Intermediate:**

Must be certified by the Texas Department of Health as an EMT-Basic or be eligible for EMT-Basic certification.

Must be TSI Complete in Reading (see “Additional Instructions” for further information)

Completed file (includes Student Information Sheet, Proof of Immunizations, Proof of CPR Certification). Eligible for EMT Basic Certification and must have National Registry Certification prior to beginning clinical rotations.

**EMT-Paramedic:**

Must be certified by the Texas Department of Health as an EMT-Intermediate or be eligible for EMT-Intermediate certification.

Must be TSI Complete in Reading (see “Additional Instructions” for further information)

Completed file (includes Student Information Sheet, Proof of Immunizations, Proof of CPR Certification)

ALL candidates must have a complete file in the EMS Program offices on the Reese Campus in order to be eligible for registration in any of the EMS Program classes. Due to limited class space, registration will be based solely on a first come, first serve basis. Submit copies of all documents to the EMS Programs Office at the Reese Center, Building 2, EMS Lab or fax (806) 885-5608.

In order to perform clinical rotations, students will undergo a criminal background check after the first day of class. Any candidate with a criminal record should discuss their specific case with the Allied Health Chairperson, Christopher Metsgar at (806) 716-4870.

Also, in order to become EMT certified, a criminal background check will be conducted and must be passed by the Texas Department of Health and the National Registry of Emergency Medical Technicians.

Our program also offers an Associate in Applied Science Degree in Emergency Medical Services.

We look forward to having you as a student at South Plains College and the EMS Program. Please contact Christopher Metsgar, Department Chair at (806) 716-4870 if you need additional information.

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Clinical Coordinator EMS Programs  
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Basic Coordinator/Instructor EMS  
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Clinical Coordinator  
(806) 716-4877  
[btturnbow@southplainscollege.edu](mailto:btturnbow@southplainscollege.edu)

## ADDITIONAL INSTRUCTIONS

The following are important instructions designed to ease your way through the enrollment and registration process.

1. If you are not enrolled as a student at South Plains College, you must complete the enclosed “South Plains College Application for Admission.” Mail the application to the Admissions and Records Office at the address on the application and forward applicable transcripts to the same address. You should do this at least 2-3 months in advance of the semester in which you desire to register for any courses. For faster admission go to [www3.southplainscollege.edu](http://www3.southplainscollege.edu) and follow the instructions to complete the online application.
2. At the very bottom of Page 1 of the enrollment application in the space for “Intended Major” write or type “EMT-Intermediate Certificate”. In the space for “Major Code No.” write or type “8022C.”
3. For information regarding Texas Success Initiative (TSI) requirements, please contact Melissa Strickland at (806) 885-3048, Extension 4689 or Dr. Deborrah Caddell at (806) 885-3048, Extension 4631.
4. Complete and return the “South Plains College EMS Programs Student Information Sheet” to the EMS Programs office. Mail it to 819 Gilbert Dr., Lubbock, TX 79416 or deliver it to the Reese Campus, Building 2, EMS Lab.
5. Required immunization records must be mailed, hand delivered or faxed to the EMS Programs office. The mailing address is 819 Gilbert Dr., Lubbock, TX 79416. Our offices are located on the Reese Campus, Building 2, EMS Lab. Our fax number is (806) 885-5608.
6. Candidates for registration in the EMT-Basic courses should contact Jim Majorowski, Basic Coordinator, at [jmajorowski@southplainscollege.edu](mailto:jmajorowski@southplainscollege.edu) to set an appointment or Kelly Ufford, Departmental Secretary at (806) 885-3048, Extension 4622 to inquire if their file is complete, i.e., if all immunizations and CPR certification copies have been received and recorded. Candidates must also schedule and attend an orientation session.

## **FIRST STEP PROGRAM**

The First Step Program is a **free** service for persons who are experiencing a major transition in their lives. The program provides financial assistance and support services for qualified students who are majoring in a technical field at South Plains College.

### **YOU CAN PARTICIPATE IN THIS PROGRAM IF YOU ARE:**

- Currently enrolled in a technical program at Reese Center, Byron Martin ATC or Plainview Center.
- An economically disadvantaged student. This means that whether you are a single parent, a single pregnant woman, married or a displaced homemaker, you have a demonstrated financial need. (A displaced homemaker is anyone experiencing a major life change due to separation, divorce, disablement, death of a spouse or who no longer qualifies for public assistance).
- A man or woman with a non-traditional career choice.

### **SERVICES:**

- **Financial assistance** with child care, gas expenses or books. Need-based assistance is available for those who qualify.
- **Career counseling:** Job readiness skills and referrals for career related counseling.
- **Personal counseling:** Overcome the hurdles that are presented in juggling home, school and work.
- **Support groups:** Participate in a support network to help with the educational and personal demands of returning to school.
- **Seminars and workshops:** Learn how to manage stress, time and personal choices.
- **Job skills training:** You can learn how to market yourself to employers by developing skills in resume writing, interviewing and job exploration.
- **Referrals:** The First Step Program can put you in touch with other helping agencies.

For additional information and applications please contact:

Lynn Gregory, M.S.W., M.Ed.  
Special Services/First Step Counselor  
SPC Reese Center, Bldg. 8, Rm. 813  
819 Gilbert Dr.  
Lubbock, TX. 79416  
(806) 885-3048 X 4615

The First Step Program is funded by a grant from the Texas Higher Education Coordinating Board using funds from the Carl D. Perkins Vocational and Applied Technology Education Act of 1998.

## COURSE AVAILABILITY

<b>EMT – Basic</b>	<b>Campus</b>	<b>Days</b>	<b>Class Times</b>
<b>Summer</b>	Reese	Monday through Friday	8:00 a.m. – 12:00 p.m.
<b>Fall / Spring</b>	Reese	Monday through Thursday	8:00 a.m. – 12:00 p.m.
<b>Fall / Spring</b>	Reese	Monday through Thursday	5:30 p.m. – 9:30 p.m.
<b>Fall / Spring</b>	Levelland	Monday & Wednesday with Occasional Saturdays	6:00 p.m. – 10:00 p.m.
<b>EMT – Intermediate</b>	<b>Campus</b>	<b>Days</b>	<b>Class Times</b>
<b>Fall / Spring</b>	Reese	Monday through Thursday	8:00 a.m. – 12:00 p.m.
<b>Fall / Spring</b>	I-Net	Arranged	Arranged
<b>EMT – Paramedic</b>	<b>Campus</b>	<b>Days</b>	<b>Class Times</b>
<b>Fall through Summer</b>	I-Net	Arranged	Arranged
<b>Spring through Fall</b>	Reese	Monday, Wednesday & Friday	8:00 a.m. – 12:00 p.m.

## IMPORTANT DATES

Early Registration Opens:	Spring	November 10, 2009
	Summer	April 20, 2010
	Fall	April 20, 2010
Early Registration Closes & Tuition Due:	Spring	January 7, 2010
	Summer	May 20, 2010
	Fall	To Be Announced
Faculty Return:	Spring	January 11, 2010
	Summer	June 1, 2010
	Fall	To Be Announced
Registration Day – Levelland:	Spring	January 13, 2010
	Summer	May 26, 2010
	Fall	To Be Announced
Registration Day – Reese:	Spring	January 14, 2010
	Summer	May 26, 2010
	Fall	To Be Announced

The EMS Program courses are almost always full at the end of regular registration, so late registration is not usually an option. In the unlikely event that the course you desire is not full, the course instructor makes decisions on late registering candidates on a case-by-case basis. If you have not previously contacted the EMS Program Office and made some effort to meet its entrance requirements, you will not be considered for late registration.

## IMMUNIZATION AND CPR REQUIREMENTS

Prior to registration in the South Plains College EMS programs, evidence of the following immunizations and CPR Certification must be made a part of each prospective student's file. Failure to provide these records prior to registration may result in the student being refused permission to register in their desired courses. We strongly encourage anyone interested in registering in the South Plains College EMS Programs to begin the process of collecting all their records well in advance of registration.

**You must submit copies** of all records to the EMS Program Office located at the Reese Center, Building 2, or fax (806) 885-5608. If you fax copies, please furnish a phone number where you can be reached in the event that the record is not readable. Retain your originals for your records. **South Plains College does not make copies** of required documentation for students. Class sizes are limited; therefore, the sooner you submit your completed file to the EMS Program Office, the more likelihood you have of securing a spot in the desired course. Arriving on the day of registration with a completed file is no guarantee you will be registered in your desired EMS Program courses that semester.

<b>TB Skin Test:</b>	Mantoux or PPD	Must be within last 12 months.
<b>Tetanus Vaccine:</b>	Td or DTP or DPT	Must be within last 10 years.
<b>Measles/Mumps/Rubella:</b>	MMR	Vaccine or lab titer must be after 1980. If born before January 1, 1957, proof of vaccine not required.
<b>Hepatitis B:</b>	This is a series of three immunizations. Evidence of having received all three must be in the student's file prior to beginning clinical rotations.	
<b>CPR Certification:</b>	<b>American Heart Association "Healthcare Provider"</b> . This is the only CPR that will be accepted.	

*South Plains College  
EMS Programs  
Student Information Sheet*

Social Security Number: \_\_\_\_\_

Please check the box next to the EMS Course in which you desire registration and circle desired semester and class time:

(Class Availability may be found in the Information Packet or SPC Course Catalog)

- |                          |  |        |        |                    |
|--------------------------|--|--------|--------|--------------------|
| <input type="checkbox"/> | Emergency Medical Technician-Basic – <b>Levelland – Evening ONLY</b> | Fall   | Spring |                    |
| <input type="checkbox"/> | Emergency Medical Technician-Basic – Reese                           | Fall   | Spring | Morning or Evening |
| <input type="checkbox"/> | Emergency Medical Technician-Basic – Reese                           |        | Summer | Morning            |
| <input type="checkbox"/> | Emergency Medical Technician-Intermediate - Reese                    | Fall   |        | Morning Internet   |
| <input type="checkbox"/> | Emergency Medical Technician-Intermediate - Reese                    | Spring |        | Morning Internet   |
| <input type="checkbox"/> | Emergency Medical Technician-Paramedic - Reese                       | Fall   |        | Internet           |
| <input type="checkbox"/> | Emergency Medical Technician-Paramedic - Reese                       | Spring |        | Morning            |

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

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Email Address: \_\_\_\_\_

Shirt Size: \_\_\_\_\_

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Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_

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Are you now, or have you ever been, a member of any branch of the United States Armed Services?

Yes  No

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Are you taking this course to fulfill one of the requirements of the Fire Academy? Yes  No

Have you taken an EMS Course with us in the past? Yes  No  If yes, when? \_\_\_\_\_

Did you achieve Texas Certification? Yes  No

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Instructor Signature: \_\_\_\_\_

File Complete: \_\_\_\_\_

Date Registered: \_\_\_\_\_ By: \_\_\_\_\_