



SoCal EMT/Fire Training

1399 E. Foothill Blvd. Suite E
Upland, CA 91786

(909) 632-4981

www.socal-emt-fire-training.com

Course Catalog

October 1, 2018 – October 1, 2019

(Catalog is updated yearly)

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

SoCal EMT/Fire Training is a private institution and approved to operate by the Bureau for Private Postsecondary Education (BPPE) and the Inland Counties Emergency Medical Agency (ICEMA). Approval to operate means the institution is compliant with the minimum standard contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 or P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, (888) 370-7589 or by fax (916) 263-1897

SoCal EMT/Fire Training does not provide English-as-a-second language instruction.

Table of Contents

Heading	Page #
MISSION STATEMENT	4
OUR CLASS LOCATION	4
OUR MAILING ADDRESS	4
DESCRIPTION OF PROGRAMS.....	4
ADMISSION REQUIREMENTS.....	8
TOTAL CHARGES.....	8
CANCELLATION/REFUND POLICY	9
STUDENT’S RIGHT TO CANCEL	9
STUDENT TUITION RECOVERY FUND.....	13
WITHDRAWAL	14
PROBATION AND DISMISSAL POLICIES.....	14
ATTENDANCE POLICY	14
LEAVE OF ABSENCE POLICY	15
NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION	15
ARTICULATION OR TRANSFER AGREEMENT	15
EXPERIENTIAL CREDIT	16
STUDENTS FROM OTHER COUNTRIES.....	16
LIBRARY.....	16
CORRESPONDENCE INSTRUCTION.....	16
STUDENT SERVICES.....	16
PLACEMENT SERVICES.....	16
HOUSING	16
NOTICE OF STUDENT RIGHTS/GRIEVANCE PROCEDURES.....	16
RECORDS.....	17
ENGLISH PROFICIENCY.....	17
FINANCIAL AID	17
REQUIREMENTS FOR STUDENT ACHIEVEMENT.....	18
LOANS.....	18
BANKRUPTCY	18
DEGREE PROGRAM	18

JOB OPPORTUNITIES..... 18

FACULTY..... 19

FACILITIES AND EQUIPMENT 19

MISSION STATEMENT

SoCal EMT/Fire Training is dedicated to offering the highest level of education and training to Emergency Medical Technicians, Healthcare Providers, and the general public. After successful completion of our program we expect our EMT students to be able to pass the National Registry of Emergency Medical Technicians (NREMT) exam and provide treatment and care for patients in the field at the highest level and expertise of which they are trained. SoCal EMT/Fire Training also offers a Medical Unit Leader S-359 (MEDL) course which provides skills and knowledge for existing firefighters who want to perform in the role of Medical Unit Leader on an incident.

OUR CLASS LOCATION

1399 E. Foothill Blvd., Suite E
Upland, CA 91786

Phone Number: (909) 632-4981

Website: www.socal-emt-fire-training.com

Email: info@socal-emt-fire-training.com

OUR MAILING ADDRESS

10808 E. Foothill Blvd. #160-115
Rancho Cucamonga, CA 91730

DESCRIPTION OF PROGRAMS

Emergency Medical Technician – Basic (EMT-B) Classroom Version

Course offers instruction in a classroom setting for national curriculum EMT-B course required for national registry and county certification. Successful completion of this course will allow students to register and take the National Registry Emergency Medical Technician (NREMT) Exam.

Prerequisites: Students must be 18 years of age or older at the time of registration, have a high school diploma, GED or passage of the California high school proficiency and have a valid BLS CPR card. Proof of high school diploma, GED or passage of the California high school proficiency exam must be provided at time of enrollment. BLS CPR card must be provided prior to taking the final exam.

Classroom Training: Fulfills 146 hours of required classroom training consisting of lecture, quizzes and skills training. Skills evaluation and final exam are within this time period. To successfully complete the classroom training students must receive 80% or better on all quizzes and final exam.

Internship: 24 hours ambulance ride-along for skills evaluation. Students must have 10 patient contacts at a minimum. Instructors will coordinate with students to setup ride-alongs with one of our providers. Students are responsible for completing a minimum 24 clinical hours and 10 patient

contacts. Students who turn in falsified clinical hour forms will be failed from the course **WITHOUT** refund and will not be able to enroll in our future courses.

Students must successfully complete both classroom training and ride-along before a course completion certificate is issued.

Emergency Medical Technician – Basic (EMT-B) Hybrid Online Version

Course offers online instruction for national curriculum EMT-B course required for national registry and county certification. Successful completion of this course will allow students to register and take the National Registry Emergency Medical Technician (NREMT) Exam.

Course is 146 hours online presentations and quizzes, 24 hours field training and in person skills practice session, final exam and skills evaluation. Course is open registration, students may start online portion on any day. Entire program (online portion, skills evaluation, final exam and ride-along) must be completed by student within 364 days of purchase.

Prerequisites: Students must be 18 years of age or older at the time of registration, have a high school diploma, GED or passage of the California high school proficiency and have a valid BLS CPR card. Proof of high school diploma, GED or passage of the California high school proficiency exam must be provided at time of enrollment. BLS CPR card must be provided prior to taking the final exam.

Online Portion: Students have full access, within 24 hours of receipt of payment, signed enrollment agreement and signed School Performance Fact Sheet, to the latest course material that is divided into 39 chapters. Each chapter contains quizzes designed to help students gain a full understanding of course material.

This latest version of the online course has fully customized features that interact with each student individually. The study plan feature creates Chapter Homework based on how each individual student scores on quizzes. At the end of each chapter students take a Chapter Test, students must receive an 80% or better to move to the next Chapter. If a student does not receive a passing grade on a chapter test the study plan feature located at the bottom of the test will customize a study plan for that chapter that students use to study before retaking the Chapter Test.

Use the following link to check your computers compatibility prior to enrollment.
<https://www.pearsonmylabandmastering.com/northamerica/mybradylab/system-requirements/index.html>

Skills Practice/Evaluation and Final Exam: Skills Practice sessions are held on the 1st and 3rd Saturday of every month, morning session 8:00 am to noon or afternoon session 1:00 pm to 5:00 pm. Students enrolled in the Hybrid Online Version must attend 1 (one) 4-hour practice session. Please register with your instructor, any time after passing Chapter 20 in the course, as space is limited. Final Exam and Skills Evaluation sessions are held on the 2nd and 4th Saturday of every month at 8:00 am. Please register with your instructor as space is limited.

Internship: 24 hours ambulance ride-along for skills evaluation. Students must have 10 patient contacts at a minimum. Instructors will coordinate with students to setup ride-alongs with one of our

providers. Students are responsible for completing a minimum 24 clinical hours and 10 patient contacts. Students who turn in falsified clinical hour forms will be failed from the course **WITHOUT** refund and will not be able to enroll in our future courses.

Students must successfully complete online training, final and ride-along before a course completion certificate is issued.

Emergency Medical Technician – Refresher

Course offers continuing education credits/hours in a classroom setting for national curriculum EMT-B course required for county and National Registry Emergency Medical Technician (NREMT) re-certification.

Prerequisites: Students must be 18 years of age or older at the time of registration and have a valid EMT License. Proof of EMT License must be provided to at time of enrollment.

Classroom Training: 3 days (8:00 am to 5:00 pm, with 1 hour lunch break) which includes classroom and skills training and final exam. Students must receive 80% or better on the final exam before course completion certificate is issued.

Psychomotor Exam Only

This exam satisfies all state and National Registry Emergency Medical Technician (NREMT) skills requirements. Exam session will take approximately one hour to complete.

Prerequisites: Students must be 18 years of age or older at the time of registration and have a valid EMT License or letter to test from NREMT. Proof of EMT License or letter to test from NREMT must be provided at time of enrollment.

Classroom Training: Psychomotor exams are held on the 1st and 3rd Saturday of every month. Students must register with their instructor in advance to be placed in a psychomotor exam session.

Students must successfully perform all items on skills sheet.

24 Hours of EMT Continuing Education

Course is designed to be a comprehensive and active review of the new Education Standards, providing both an overview of new information contained within the Education Standards at the EMT level and a source of continuing education.

24 hour course includes the following topics: preparatory – 1 hour, airway – 2 hours, OB/infants/children – 2 hours, patient assessment – 3 hours, medical/behavioral – 4 hours, trauma – 4 hours, elective – 8 hours and elective – 8 hours.

24 hour course **DOES NOT** include skills, it is designed for additional continuing education hours only.

Prerequisites: Students must be 18 years of age or older at the time of registration and have a valid EMT License. Proof of EMT License must be provided at time of enrollment.

Classroom Training: 3 days (8:00 am to 5:00 pm, with 1 hour lunch break) which includes classroom and skills training and final exam. Students must receive 80% or better on the final exam before course completion certificate is issued.

48 Hours of EMT Continuing Education

Course is designed to be a comprehensive and active review of the new Education Standards, providing both an overview of new information contained within the Education Standards at the EMT level and a source of continuing education.

48 hour course includes the following topics: preparatory – 3 hours, airway – 8 hours, OB/infants/children – 5 hours, medical/behavioral – 15 hours, trauma – 11 hours, and elective 6 hours.

48 hour course **DOES NOT** include skills, it is designed for additional continuing education hours only.

Prerequisites: Students must be 18 years of age or older at the time of registration and have a valid EMT License. Proof of EMT License must be provided at time of enrollment.

Classroom Training: 6 days (8:00 am to 5:00 pm, with 1 hour lunch break) which includes classroom and skills training and final exam. Students must receive 80% or better on the final exam before course completion certificate is issued.

72 Hours of EMT Continuing Education

Course is designed to be a comprehensive and active review of the new Education Standards, providing both an overview of new information contained within the Education Standards at the EMT level and a source of continuing education.

72 hour course includes the following topics: preparatory – 4 hours, airway – 10 hours, OB/infants/children – 7 hours, patient assessment – 3 hours, medical/behavioral – 19 hours, trauma – 15 hours, and elective – 14 hours.

72 hour course **DOES NOT** include skills, it is designed for additional continuing education hours only.

Prerequisites: Students must be 18 years of age or older at the time of registration and have a valid EMT License. Proof of EMT License must be provided at time of enrollment.

Classroom Training: 9 days (8:00 am to 5:00 pm, with 1 hour lunch break) which includes classroom and skills training and final exam. Students must receive 80% or better on the final exam before course completion certificate is issued.

Basic Life Support CPR (BLS CPR)

This course is designed to certify students in basic life support CPR based on American Heart Association 2015 protocols.

Prerequisites: Students must be 18 years of age or older at the time of registration.

Classroom Training: 4 hours which includes classroom and skills training and final exam. Students must receive 84% or better on written exam and pass skills testing.

Medical Unit Leader S-359 (MEDL)

Course provides skills and knowledge needed to perform in the role of Medical Unit Leader (MEDL) on an incident or in an EOC.

Topics include gathering information, organizing the medical unit, supervising the unit, evaluation, documentation, and demobilization.

Prerequisites: Students must be 18 years of age or older at the time of registration and have a valid EMT or Paramedic License. A copy of students EMT or Paramedic License must be provided at time of enrollment.

Classroom Training: 3 days (8:00 am to 5:00 pm, with 1 hour lunch break) which includes classroom training and final exam. Students must receive 80% or better on the final exam before course completion certificate is issued.

ADMISSION REQUIREMENTS

Student must be at least 18 years of age or older at the time of registration for all courses.

Student must provide proof of high school diploma, GED or passage of the California high school proficiency exam for Emergency Medical Technician – Basic (EMT-B) Classroom and Hybrid Online Version courses.

Student must provide a copy Basic Life Support CPR card for Emergency Medical Technician – Basic (EMT-B) Classroom and Hybrid Online Version courses.

Student must provide a copy of EMT License or letter to test from NREMT for Emergency Medical Technician – Refresher, Psychomotor Exam Only, 24 Hours of EMT Continuing Education, 48 Hours of EMT Continuing Education, and 72 Hours of EMT Continuing Education courses.

Student must provide a copy of EMT or Paramedic License for Medical Unit Leader S-359 (MEDL) course.

TOTAL CHARGES

Emergency Medical Technician – Basic (EMT-B) Classroom Version: \$750.00 for entire class, course textbook and materials included (there are no additional charges for this class)

Emergency Medical Technician – Basic (EMT-B) Hybrid Online Version: \$650.00 online textbook is not included and must be purchased by student.

Emergency Medical Technician - Refresher: \$150.00 for entire class (there are no additional charges for this class)

Psychomotor Exam Only: \$75.00 for entire class (there are no additional charges for this class)

24 Hours of EMT Continuing Education: \$50.00 for entire class, course materials included (there are no additional charges for this class)

48 Hours of EMT Continuing Education: \$75.00 for entire class, course materials included (there are no additional charges for this class)

72 Hours of EMT Continuing Education: \$100.00 for entire class, course materials included (there are no additional charges for this class)

Basic Life Support CPR (BLS CPR): \$50.00 for entire class, course materials included (there are no additional charges for this class)

Medical Unit Leader S-359 (MEDL): \$350.00 for entire class, course materials included (there are no additional charges for this class)

CANCELLATION/REFUND POLICY

STUDENT'S RIGHT TO CANCEL

Emergency Medical Technician – Basic (EMT-B) Classroom Version: \$250.00 registration fee is non-refundable. Students who have completed 60% or less of the period of attendance shall be issued a pro rata refund as follows: Students who cancel within 30% of class (Class Days 1-6) will be refunded 75% of tuition less non-refundable registration fee, students who cancel within 60% of class (Class Days 7-12) will be refunded 50% of tuition less non-refundable registration fee. Students who have completed more than 60% of class (After Class Day 12) will not receive a refund.

Notice of cancellation must be in writing. Withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

If student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

To request a refund, please contact the following:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Please include in your email students name, date of enrollment and reason for requesting a refund. Refunds will be submitted within 45 days of receipt of cancellation or withdrawal.

Emergency Medical Technician – Basic (EMT-B) Hybrid Online Version: \$250.00 registration fee is non-refundable. Students who have completed 60% or less of the period of attendance shall be issued a pro rata refund as follows: Students who cancel prior to attending class time will be issued a full tuition refund less non-refundable registration fee. Students who attend class time will have completed 60% of the course and will not receive a refund.

Notice of cancellation must be in writing. Withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

If student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

To request a refund, please contact the following:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Please include in your email students name, date of enrollment and reason for requesting a refund. Refunds will be submitted within 45 days of receipt of refund request.

Emergency Medical Technician - Refresher: \$50.00 registration fee is non-refundable. Students who have completed 60% or less of the period of attendance shall be issued a pro rata refund as follows: Students who cancel after the first day of class will be refunded 75% of tuition. Students who have completed more than 60% of class (After Class Day 2) will not receive a refund.

Notice of cancellation must be in writing. Withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

If student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

To request a refund, please contact the following:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Please include in your email students name, date of enrollment and reason for requesting a refund. Refunds will be submitted within 45 days of receipt of refund request.

Psychomotor Exam Only: \$25.00 registration fee is non-refundable. Students who have completed 60% or less of the period of attendance shall be issued a pro rata refund. Students who attend first day of class will not receive a refund.

Notice of cancellation must be in writing. Withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

If student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

To request a refund, please contact the following:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Please include in your email students name, date of enrollment and reason for requesting a refund. Refunds will be submitted within 45 days of receipt of refund request.

Basic Life Support CPR (BLS CPR): \$15.00 registration fee is non-refundable. Students who have completed 60% or less of the period of attendance shall be issued a pro rata refund. Students who attend first day of class will not receive a refund.

Notice of cancellation must be in writing. Withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

If student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

To request a refund, please contact the following:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Please include in your email students name, date of enrollment and reason for requesting a refund. Refunds will be submitted within 45 days of receipt of refund request.

24 Hours of EMT Continuing Education: Students who have completed 60% or less of the period of attendance shall be issued a pro rata refund as follows: Students who cancel after the first day of class will be refunded 75% of tuition. Students who have completed more than 60% of class (After Class Day 2) will not receive a refund.

Notice of cancellation must be in writing. Withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

If student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

To request a refund, please contact the following:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Please include in your email students name, date of enrollment and reason for requesting a refund. Refunds will be submitted within 45 days of receipt of refund request.

48 Hours of EMT Continuing Education: Students who have completed 60% or less of the period of attendance shall be issued a pro rata refund as follows: Students who cancel within 30% of class (Class Days 1-2) will be refunded 75% of tuition, students who cancel within 60% of class (Class Days 3-4) will be refunded 50% of tuition. Students who have completed more than 60% of class (After Class Day 4) will not receive a refund.

Notice of cancellation must be in writing. Withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

If student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds..

To request a refund, please contact the following:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Please include in your email students name, date of enrollment and reason for requesting a refund. Refunds will be submitted within 45 days of receipt of refund request.

72 Hours of EMT Continuing Education: Students who have completed 60% or less of the period of attendance shall be issued a pro rata refund as follows: Students who cancel within 30% of class (Class Days 1-3) will be refunded 75% of tuition, students who cancel within 60% of class (Class Days 4-6) will be refunded 50% of tuition. Students who have completed more than 60% of class (After Class Day 6) will not receive a refund.

Notice of cancellation must be in writing. Withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

If student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

To request a refund, please contact the following:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Please include in your email students name, date of enrollment and reason for requesting a refund. Refunds will be submitted within 45 days of receipt of refund request.

Medical Unit Leader S-359 (MEDL): \$150.00 registration fee is non-refundable. Students who have completed 60% or less of the period of attendance shall be issued a pro rata refund as follows: Students who cancel after the first day of class will be refunded 75% of tuition. Students who have completed more than 60% of class (After Class Day 2) will not receive a refund.

Notice of cancellation must be in writing. Withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance.

If student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

To request a refund, please contact the following:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Please include in your email students name, date of enrollment and reason for requesting a refund. Refunds will be submitted within 45 days of receipt of refund request.

STUDENT TUITION RECOVERY FUND

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program."

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.

7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

WITHDRAWAL

Students have the right to withdraw from any SoCal EMT/Fire Training Program.

To request a withdrawal, please contact the following by any of the provided means:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

PROBATION AND DISMISSAL POLICIES

Dismissal Policy: any student found violating any of the following will be immediately removed from the course **WITHOUT** refund:

- Cheating on ANY exams

- Inappropriate behavior (sexual harassment, violence, drug use, etc...) in the classroom or during ride-along

- Turning in falsified clinical hour ride-along forms

- Violation of Attendance Policies

- Violation of Academic Policies

ATTENDANCE POLICY

Attendance Policies: In order to be successful, students should make every attempt to attend each classroom session. SoCal EMT/Fire Training understands that situations may arise that would prevent a student from occasionally attending class. To that end, the following is the Attendance Policy for each program:

Emergency Medical Technician – Basic (EMT-B) Classroom Version: Students may miss no more than 12 hours of classroom time. Prior notification to the instructor from the student is required at least one hour before the class is to begin. This notification **MUST** be via email. The student will be assigned “make-up” work to complete that **MUST** be submitted to the instructor by the next class

date. Attendance is mandatory on class dates that include ride-alongs, skills testing, and final exam. Failure to attend on those dates are grounds for immediate removal from course **WITHOUT** refund. No extended "Leaves of Absence" are permitted.

Emergency Medical Technician – Basic (EMT-B) Hybrid Online Version: Classroom attendance dates will be scheduled between SoCal EMT/Fire Training and the student. If the student must reschedule the assigned dates, he/she must do so AT LEAST 24 hours in advance, via email to their instructor. No extensions will be given.

Emergency Medical Technician - Refresher: Student MUST attend ALL classroom times to complete this course. No absence is permitted.

Psychomotor Exam Only: Date will be scheduled between SoCal EMT/Fire Training and the student. If the student must reschedule the assigned date, he/she must do so AT LEAST 24 hours in advance, via email to their instructor.

24 Hours of Continuing Education: Student MUST attend ALL classroom times to complete this course. No absence is permitted.

48 Hours of Continuing Education: Student MUST attend ALL classroom times to complete this course. No absence is permitted.

72 Hours of Continuing Education: Student MUST attend ALL classroom times to complete this course. No absence is permitted.

Basic Life Support CPR (BLS CPR): Student MUST attend ALL classroom times to complete this course. No absence is permitted.

Medical Unit Leader S-359 (MEDL): Classroom attendance dates will be scheduled between SoCal EMT/Fire Training and the student. If the student must reschedule the assigned dates, he/she must do so AT LEAST 24 hours in advance, via email to their instructor. No extensions will be given.

LEAVE OF ABSENCE POLICY

No leave of absence are permitted due to the structure of course material.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at SoCal EMT/Fire Training is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in our EMT Program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending SoCal EMT/Fire Training to determine if your certificate will transfer.

ARTICULATION OR TRANSFER AGREEMENT

SoCal EMT/Fire Training has not entered into an articulation or transfer agreement.

EXPERIENTIAL CREDIT

SoCal EMT/Fire Training offers a certificate program that does not participate in experiential credit like a degree program. SoCal EMT/Fire Training does not grant credit for prior experiential learning.

STUDENTS FROM OTHER COUNTRIES

SoCal EMT/Fire Training does not admit students from other countries and the primary language for instruction is English.

LIBRARY

SoCal EMT/Fire Training does not have a library. All necessary learning material is provided to the student as part of the purchase price for each class.

There are no additional resources that students can access.

CORRESPONDENCE INSTRUCTION

SoCal EMT/Fire Training does not offer correspondence instruction. All quizzes and tests for the Emergency Medical Technician – Basic (EMT-B) Hybrid Online Version are graded by the computer program in real-time.

STUDENT SERVICES

No additional student service are provided by SoCal EMT/Fire Training.

PLACEMENT SERVICES

SoCal EMT/Fire Training does not provide placement services.

HOUSING

SoCal EMT/Fire Training does not offer any student housing facilities on or off campus. There are no dormitory facilities under SoCal EMT/Fire Training's control and is not responsible to find or assist a student in finding housing. There are however numerous hotels in the area which charge anywhere from \$52-\$119 a night.

NOTICE OF STUDENT RIGHTS/GRIEVANCE PROCEDURES

If a student has any complaints and/or needs to notify SoCal EMT/Fire Training of any problems, please contact the following by any of the provided means:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

Student will be notified that grievance was received within 24 hours of email notification. Grievance will be investigated and responded to within 7 days of email notification.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet web site (www.bppe.ca.gov).

RECORDS

SoCal EMT/Fire Training will maintain a student file for each student that enrolls, regardless of completion, in a fire/water proof filing cabinet for five (5) years from the date of course completion. The files shall contain the following:

Copies of all documents signed by the student, including contracts.

Records of the dates of enrollment and, if applicable, withdrawal from the institution, leaves of absence and certification.

Proof of high school diploma, GED or passage of the California high school proficiency exam.

Documents pertaining to each course a student is enrolled in such as a copy, if applicable, of students BLS CPR card or equivalent, skills testing forms, final exam(s), course average score sheet, signed ride-along form, and issued certificate number and date mailed to student.

A document showing the total amount of money received from or on behalf of the student and the date or dates on which the money was received.

A document specifying the amount of a refund, the method of calculating the refund, the date the refund was made, and the name and address of the person or entity to which the refund was sent.

Transcripts will be kept indefinitely.

To receive a copy of your records, please contact the following by any of the provided means:

Sales Department

Email: sales@socal-emt-fire-training.com (emails are responded to within 24 hours)

ENGLISH PROFICIENCY

Students must have the ability to read and write English at the level of a graduate of an American High school as demonstrated by the possession of a high school diploma, GED or passage of the California high school proficiency exam.

SoCal EMT/Fire Training does not provide English language services such as translators or ESL classes.

FINANCIAL AID

SoCal EMT/Fire Training does not participate in federal and state financial aid programs.

REQUIREMENTS FOR STUDENT ACHIEVEMENT

All students must pass both a Final Written Exam and Skills exam.

Students must have a cumulative average of at least 80% on their coursework to be eligible to take the Course Final Written Exam. If a student has not attained the required cumulative average prior to the date of the Final Exam, the student will not be allowed to sit for the exam. A minimum score of 80% is required on the Final Exam to be considered a passing score. If a student does not pass the Final Written exam on the first attempt, he/she will be given ONE opportunity to retake the exam two weeks after the first attempt.

Students must pass a Skills exam that incorporate all skills taught during the class. All students will be informed of the minimum score requirements for each skill. If a student does not receive the minimum score on each skill, they will receive ONE attempt to retake that Skill evolution.

LOANS

SoCal EMT/Fire Training does not offer any loans to pay for any educational program.

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the money not paid from federal student financial aid program funds.

BANKRUPTCY

SoCal EMT/Fire Training does not have a pending petition for bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec 1101 et seq.).

DEGREE PROGRAM

SoCal EMT/Fire Training does not have a degree program and is not accredited. Successful completion of the EMT Basic Course will allow students to take the National Registry Emergency Medical Technician (NREMT) Exam only.

Students enrolled in an unaccredited institution such as SoCal EMT/Fire Training will not be eligible for federal financial aid programs. A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including but not limited to, position with the State of California.

JOB OPPORTUNITIES

This course is designed to prepare students to work as an Emergency Medical Technician EMT in the EMS field of various positions (US DOL SOC 29-2041). The following requirements must be met in order to apply for EMT licensure:

Must be at least 18 years old

Immunizations must be current and up to date

Must pass a criminal background check

Must pass NREMT certification exam

FACULTY

Robert Ethridge, Program Director, Principal Instructor

Mr. Ethridge is a current firefighter/EMT and has been involved in EMS instruction since 2005. He has completed the California State Fire Instruction Course and is a registered instructor with the Office of the State Fire Marshal. He has over 10 years of experience in field and clinical emergency care as an EMT. Mr. Ethridge has been instructing EMTs since 2010 and has attended UCLA for Business Management and Mt. SAC for fire technology.

Kim Ethridge, Operations Director

Mrs. Ethridge has over 20 years of experience in business administration. Her experience includes operations, finance, contracting, personnel and technical communications.

Tye Johnson, Clinical Coordinator

Mr. Johnson is a licensed firefighter/paramedic in California with over 20 years field and clinical emergency care experience. He attended Victor Valley College for paramedic and administration of justice.

Brandon Hardina, Principal Instructor

Mr. Hardina has over 4 years of experience in field emergency care as an EMT. He has a degree in Fire Science. Mr. Hardina is a licensed EMT and holds certifications with the California Fire Service Training and Educations System.

FACILITIES AND EQUIPMENT

Training Location:

10601 Church Street #107
Rancho Cucamonga, CA 91730

Facility is 5569 square feet, SoCal EMT/Fire Training uses a 650 square feet classroom within unit #107 that can accommodate 30 students.

2 in unit restrooms (male-female)

Breakroom with refreshments

Equipment:

The equipment in the course consist of Title 22 EMT Training guidelines.

- 1) Airway
 - a. Oropharyngeal Airways (Infant, Child, and Adult sizes)
 - b. Nasopharyngeal Airways (Infant, Child, and Adult sizes)
 - c. Bag---Valve Mask Resuscitators (Infant, Child, and Adult sizes)
 - d. Oxygen Delivery Devices
 - i. High Concentration Mask (Adult and Pediatric)
 - ii. Nasal Cannula (Adult and Pediatric)
 - iii. Simple Mask (Adult and Pediatric)
 - iv. Venturi mask
 - v. Oxygen Supply Tubing
 - vi. Pocket Mask
 - vii. Portable Oxygen tank w/regulator
 - viii. Suction Unit
 - ix. Suction Catheters (Soft and Rigid) (Various Sizes)
 - x. Suction Tubing
 - xi. Bag Valve Masks (Various Sizes)
- 2) Cardiac
 - a. AED Trainer (With Pads)
- 3) Bandages and Dressings
 - a. Abdominal Pad
 - b. Elastic Bandage (Various sizes)
 - c. Adhesive Bandage with a non---stick center
 - d. Elastic gauze
 - e. Burn Sheet (Sterile) or Clean Wrapped Sheets
 - f. Gauze Pads (Sterile and non---sterile) (4X4 and 2X2)
 - g. Multi---Trauma Dressing
 - h. Scissors
 - i. Sterile Eye Pads
 - j. Triangular Bandage
 - k. Petroleum Gauze
 - l. Adhesive Tape --- Assorted sizes
- 4) Immobilization
 - a. Splints --- Arm and leg (various types)
 - b. Cervical Collars --- Assorted sizes or adjustable
 - c. Head Stabilization Devices
 - d. Long Spine Boards w/3 straps
 - e. Scoop Stretcher
 - f. Short Immobilization Device (Vest type)
 - g. Pediatric Immobilization Device

- h. Traction Splint (Adult and Pediatric)
- 5) Pharmacological
 - a. Poison Antidote Kit w/ Activated Charcoal
 - b. Epi---Pen Trainer
- 6) Diagnostic
 - a. Blood Pressure Cuffs (Infant, Child, Adult, and Large Adult)
 - b. Stethoscope and Trainer Stethoscope
 - c. Glucose Monitoring Device w/strips
 - d. Pulse Oximeter
 - e. Penlight
- 7) Body Substance Isolation
 - a. Gloves--- Assorted sizes (latex and latex---free)
 - b. Face and Eye Protection
 - c. Hepa and N95 Masks
 - d. Gowns--- Assorted sizes
- 8) Mannequins/Simulators
 - a. Airway Mannequins--- (Infant, Child, and Adult sizes)
 - b. CPR Mannequins (Infant, Child, and Adult sizes)
 - c. OB Mannequin
 - d. Defibrillation Mannequins
 - e. Anatomical Charts and Models
 - f. Moulage Kit
- 9) Weapons of Mass Destruction
 - a. Mark I Auto---Injector Trainers
 - b. Escape Hoods/PAPR's
 - c. Disaster Tags
- 10) Communications
 - a. Portable Radios(Two---way)
- 11) Miscellaneous
 - a. Alcohol Prep Sponge
 - b. Aluminum Foil
 - c. Ambulance Patient Care Reports (PCR's)
 - d. Bite Stick
 - e. Blankets
 - f. Blood Lancets
 - g. Cold and Hot Chemical Packs
 - h. Sharps Container
 - i. Cotton Swabs
 - j. Emesis Container
 - k. Flashlight
 - l. Water Based Lubricant
 - m. Jump Kit
 - n. Linen

- o. Positive Pressure Ventilation Device
- p. Motorcycle Helmet (Open and Closed)
- q. Multi-level Stretcher w/ straps to include shoulder harness and pediatric device
- r. OB Kit
- s. Pillow
- t. Pneumatic Anti-Shock Trousers
- u. Restraints--- 1 set (Ankle and Wrist)
- v. Stair Chair
- w. Syringe (Bulb)
- x. Tongue Depressor
- y. Irrigation Fluid (may be expired)