

The Methodist Hospitals
Regional Coordination Center

Paramedic Education Program
2022 - 2023

Proposed Course: Starts August 8th, 2022. Classes are held on Mondays and Thursdays from 9:00 am to 4:00 pm at The Methodist Hospitals, Midlake Campus 2269 West 25th Avenue, Gary IN 46404. Open Class times will also be held on Tuesdays and Wednesday.

Medical Director:	Jude Kieltyka M.D., MPH
Program Director:	Tom Fentress MBA. NRP, LPM, P.I.
Lead Instructor:	Melissa Weaver-Singleton, NRP, P.I.
State Primary Instructor:	Tom Fentress MBA. NRP, LPM, P.I.

Completion Dates:	Didactic	June 29th, 2023
	Clinical and Preceptorship:	December 31, 2022

Tuition and Fees: \$6,200.00 per enrolled student plus \$40.00 application processing fee.

Accreditation

Designated by the State of Indiana in 1973 as the first EMS Training Center in Northwest Indiana, The Methodist Hospitals is a certified Advanced Life Support Training organization and the training programs are approved by the State of Indiana Department of Homeland Security Emergency Medical Services Commission.

The Methodist Hospitals Paramedic Education Program has maintained accreditation since 2004 by the **Commission on Accreditation of Allied Health Education Programs** (www.caahep.org) upon the recommendation of **The Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions** (CoAEMSP). Accreditation represents a method to assure the students and the community that an educational program meets uniform, nationally accepted standards.

Affiliation

The Paramedic Education Program is affiliated with Purdue University Calumet Campus which grants credit hours for successful completion of the program toward an Associate Degree in Paramedicine through the Department of Biology. Awarding of the degree requires enrollment into the university and successful completion of core course requirements.

The Paramedic Program is affiliated with IVY Tech Community College of Indiana which grants credit hours for successful completion of the program towards an Associate of Science Degree in Paramedic Science. Awarding of the degree requires enrollment into the college and completion of the degree core education courses.

Paramedic Education Program 2022 - 2023 Tuition and Fees - \$6,200.00

Fees include:

Tuition cost for classroom and clinical participation

-Includes fee for instructors, guest lecturers and clinical instructors

All textbooks used in the class including:

Student Guidebook and Course Standards with binder

Hospital Clinical Experience Record Book with binder

Field Internship Clinical Record book with binder

Access to online student study guides and workbooks

Classroom handouts, presentation outline notes and printed study guides

Copying service for clinical experience records

1. Course fee is due prior to starting date of each semester unless specifically designated in writing prior to the start of the course to transfer responsibility to a sponsoring organization or another agency under agreement.
2. Student or designated sponsoring organization will be held responsible for the total tuition payment regardless of the student matriculation.
3. Course fee WILL NOT cover the following items:
 - a) Cost of personal items (stethoscope, penlights, watches, uniforms, etc.)
 - b) Cost of physical examination and vaccinations and individual healthcare services
 - c) Application and Pretest fees
 - d) National Registry fees.
 - e) Malpractice or personal liability insurance coverage.

Refund Policy

Refunds of tuition will be given prior to the first day of class, with return of any and all course materials distributed prior to that date upon receipt of written request of withdrawal. This is with the consideration of an individual's decision to attend the Paramedic Education Program and the common knowledge of the time and effort needed to complete the course.

3/27/2022

Paramedic Candidate,

The following is a list of CoAEMSP and Methodist Hospital requirements prior to the start of your Paramedic Program.

Items due by May 1, 2022:

1. Paramedic Education Program Application
2. Copy of current State of Indiana EMT Certification
3. Copy of valid Driver License
4. Two letters of recommendation. See requirements form (included)
5. Application Processing Fee (\$40.00) cash or money order
6. Schedule your Fisdap Paramedic Entrance Exam

Items due by May 31, 2022:

1. Completion of Fisdap Paramedic Entrance Evaluation (Computer Exam).
 - Candidate will call to schedule their individual exam with program administration.

Items due by June 3, 2022:

1. Completion of psychomotor skills evaluation held at Methodist Hospitals
 - June 3, 2022 @ 0900hrs

Item due by July 1, 2021:

1. Completion of Entrance Interview with Program Administration
 - Administration will call to schedule interviews with candidates that successfully met the requirements of entrance testing.
2. Student Health Evaluation (Physical Examination)
3. Student Health Screen (Vaccination forms)
4. Health History Questionnaire
5. Consent to Release of Records Form
6. Indication of Financial Responsibility Form
7. Student Tuition Agreement Form
8. Letter of Intent Form
9. Course Tuition Initial Payment (\$1,000.00)



Northlake Campus
600 Grant Street
Gary, Indiana 46402

Midlake Campus
2269 West 25th Avenue
Gary, Indiana 46404

Southlake Campus
8701 Broadway
Merrillville, Indiana 46410

If you have any questions please contact Melissa Weaver-Singleton, 219-881-3717 or Tom Fentress, 219-798-3371

The Methodist Hospitals
Northwest Indiana
Regional Coordination Center

Paramedic Education Program 2022 - 2023 Schedule and Hours

Lecture and Laboratory	500 hours
Hospital Clinical Rotation	332 hours
Field Internship	400 <u>hours</u>
Total Course Hours	1232 hours

Lecture and Laboratory		Class Lecture	Online	Lab
Session I	Anatomy and Physiology	44	0	0
Session II	Preparatory and Patient Assessment	9	10	18
Session III	Pharmacology	27	7	21
Session IV	Airway & Trauma Management	36	4	36
	PHTLS	8	0	8
Session V	Cardiology	48	0	33
	ACLS	8	0	8
Session VI	OB/GYN & Pediatrics	15	2	18
	PALS	8	0	8
Session VII	Medical Emergencies	33	6	36
	AMLS	8	0	8
Session VIII	Operations and Rescue	27	0	6
Total Lecture and Laboratory Hours		271	29	200

Hospital Clinical Rotation	Hours
Emergency Department	248
Respiratory Therapy	16
ICU/CCU	8
Cath Lab	4
Pediatrics/OB/Labor	32
Surgery/Anesthesia	24
Total	332

Field Preceptorship	Hours	
Stage 1	BLS Team Lead/ALS Assist	100
Stage 2	ALS Assessment	100
Stage 3	Paramedic-Assisted	100
Stage 4	Capstone	100
Total		400

Class: Monday and Thursday 9:00 am to 4:00 pm*

*Time subject to change

Lunch: One hour between 11:00 am and 1:00 pm*

*Exact time depends on the time needed to cover the topics for the sessions that day.

Medical Director	Jude Kieltyka M.D., MPH
Program Director	Thomas Fentress, MBA, NRP, PI, CFI
Course Instructor	Melissa Weaver-Singleton, Paramedic, PI
Clinical Coordinator	Kevin Smith, Paramedic, PI
State Primary Instructor	Thomas Fentress MBA, NRP, PI, CFI

**Hospital Staff will be utilized as appropriate in area of their expertise.



PARAMEDIC EDUCATION PROGRAM
Application

Personal Information

Name _____
Last First Middle

Street Address _____

City State Zip Code

E-Mail Address _____

Date of Birth ____/____/____ Home Phone (____) _____

Social Security Number ____-____-____ Work Phone (____) _____

Driver License Number & State _____ Cell Phone/Pager (____) _____

Indiana State EMS Certification EMT-B Adv-EMT EMT -I

State Certification Number _____ Expiration Date ____/____/____

National Certification Number _____ Expiration Date ____/____/____

Total Length of EMS experience: _____ years _____ months

Full Time Part Time (years _____ months _____) Volunteer (years ____ months _____)

Educational Background

High School (or G.E.D.) Name _____
Address _____
Graduation (or Certificate) Date _____

Vocational or Trade School Name _____
Address _____
Years Attended _____
Degree or Specialty _____

University or College Experience Name _____
Address _____
Years Attended _____
Degree or Specialty _____

EMS Training Center Name _____
Basic EMT (EMT-I) Address _____
Dates Attended _____

In addition to EMS certification have you participated in a course related or are certified in:

- Law Enforcement Emergency Dispatch Athletic Trainer
- EMS Instructor Respiratory Therapy Fire Fighter Pd. ____ Vol. ____
- Registered Nurse Physical Therapy LPN CNA
- Other _____

Employment

Present Employer _____ Occupation _____

Address _____
Street City State Zip

Telephone Number (____) _____ How long with present employer? _____

I have discussed enrollment into paramedic program with current employer. Yes No

+++++

Previous Employer: _____ Occupation _____

Address _____
Street City State Zip

Telephone Number (____) _____ Length of employment? _____

Reason for leaving: _____

+++++

Have you ever been convicted of or plead guilty to, or had a judicial finding for:
any felony? Yes No

a violation of any federal, state, county or municipal narcotics laws Yes No

If you answered "Yes" to any of the above question you are required to submit additional explanation regarding the incident. Answering "yes" does not automatically disqualify the applicant from the admission process. Conviction of a felony may have a bearing on your ability to be certified as a paramedic in the State of Indiana.

Prior to entrance into the Education Program the applicant must submit:

- A Physical Examination
- Health and Vaccination History
- FISDAP Entrance Exam results

I understand that to be accepted into the program all documentation for application must be submitted by the designated deadline.

I acknowledge that all information on this application is correct and that any false statements of fact may be cause for refusal into or dismissal from the Paramedic Education Program.

Name of Applicant (Print) _____

Signature of Applicant _____ Date _____

The Methodist Hospitals Regional Coordination Center prohibits discrimination and harassment in its admissions, educational programs, activities and employment regardless of race, color, gender, national and ethnic origin, religion, sexual orientation, age, marital status, political affiliation, and veteran status. Any person having inquiries concerning The Methodist Hospital's compliance with implementing Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, or other civil rights laws should contact the HUMAN RESOURCES Service of The Methodist Hospitals.

The Methodist Hospitals Paramedic Education Program

The Methodist Hospitals has had a commitment to the delivery of improved life support in prehospital emergency care since 1973. In March 1975, planning for the development of The Mobile Intensive Care System was begun. This first Paramedic class graduated 23 students in April, 1976; and with this The Mobile Intensive Care System became operational in Northwest Indiana. Since that time, over 250 students have graduated from the program.

In 1975, the American Medical Association recognized the EMT-Paramedic as an Allied Health occupation. Since then educational institutions have been designing and implementing paramedical instructional programs.

In 1999, The Methodist Hospitals Regional Coordination Center (R.C.C.) began working with The Committee on Accreditation of Emergency Medical Services Professions (CoAEMSP) to obtain accreditation for the Paramedic Program. Accreditation represents a method to assure the students and the community that an educational program meets uniform, nationally accepted standards. The Commission on Accreditation of Allied Health Education Programs (CAAHEP) informed The Methodist Hospitals of its vote on November 12, 2004 to award Initial Accreditation to the Emergency Medical Services Programs. The Methodist Hospitals became one of only four Paramedic Educational Programs in the state of Indiana to receive this recognition. In March 2007 CAAHEP's Board of Directors recognized the compliance with National Standards and awarded Continuing Accreditation.

In July, 2006 The Methodist Hospitals and Purdue University Calumet entered into an agreement of awarding an Associate of Science degree to graduates of the Methodist Hospital's Paramedic Education Program who complete core educational courses through the University. In 2012, The Methodist Hospitals and St. Francis University entered into agreement of awarding an Associate of Science degree in Paramedic Science.

The Curriculum of the Paramedic Education program is a competency based program of didactic, clinical, and practical instruction integrated with a field internship in advanced emergency care. The program serves students seeking careers in Emergency Medical Services. The primary didactic and practical components are offered at the Regional Coordination Center EMS classroom facilities at Midlake Campus in Gary, Indiana. The locations of hospital clinical rotations are at the Methodist Hospitals Northlake Campus in Gary, and Southlake Campus in Merrillville.

All EMS educational programs teach, in addition to acute emergency care, illness and injury prevention, risk modification, and treatment of chronic conditions, as well as community and public health. In addition to providing initial paramedic education, The Methodist Hospitals Regional Coordination Center for EMS Training, provides continuing education programs for paramedics. These programs enable the practicing paramedics to obtain the required educational credits to re-certify with the Indiana Emergency Medical Services Commission and the National Registry for Emergency Medical Technicians. The R.C.C. also conducts programs in *Advanced Cardiac Life Support*, *Pediatric Advanced Life Support*, *Advanced Medical Life Support* and *Pre-Hospital Trauma Life Support*. Physicians, Registered Nurses, Paramedics and other Advanced and Basic Life Support personnel attend these programs as part of their ongoing educational requirements.

Each applicant for the Paramedic Education Program must be currently certified as an Emergency Medical Technician in the State of Indiana and meet all requirements established by the State of Indiana Emergency Medical Services Commission. Obtaining Basic EMT certification as a prerequisite can be accomplished through The Methodist Hospitals. The certification courses consist of a curriculum established to meet certification requirements of the State of Indiana EMS Commission and Department of Transportation standards.

July 1, 2022

Paramedic Education Program
Letter of Intent

Paramedic Education Program
Regional Coordination Center
The Methodist Hospitals
Gary, IN 46402

I, _____ acknowledge and confirm that I
Print name
will be attending the Paramedic Education Program to be held at The Methodist
Hospitals beginning in, August 2nd, 2021. I understand that this letter is a binding
document and by submitting it I agree to adhere to all physical, financial, and
didactic requirements of the Paramedic Program.



Signature

Date

Northlake Campus
600 Grant Street
Gary, Indiana 46402

Midlake Campus
2269 West 25th Avenue
Gary, Indiana 46404

Southlake Campus
8701 Broadway
Merrillville, Indiana 46410

This letter is to be submitted to the Regional Coordination Center, The Methodist
Hospitals, Midlake Campus, 2269 W. 25th Ave, Gary, IN. by
Thursday July 1, 2022

Letters of Recommendation for Paramedic Education Program

Each candidate is to submit two (2) letters of recommendation addressing their character, professionalism and commitment.

It is suggested that the letters are obtained from individuals who can describe the personal characteristics of the candidate that would explain why the person will succeed in this educational experience and this career pathway.

The letters are to be from diverse sources familiar with the candidate applying into the program.

No more than one letter is to be from a coworker or individual within the candidate's EMS organization.

No more than one letter is to be from a relative of the candidate.

The Methodist Hospitals Paramedic Education Program

Pre- requisites:

1. Must be 18 year of age
2. Hold a current valid State of Indiana EMT Certification.
3. Must show evidence of a High School Diploma or G.E.D. equivalent.
4. Have no physical or mental disorders that would determine ineligibility for certification as evidenced by completion of a Physical Examination.
5. Highly recommended: 20 hours of patient contact, and six months experience as a functioning EMT in the field.
6. Must meet all requirements set forth by the State of Indiana E. M. S. Commission (Indiana EMSC – ALS Rule 836 IAC 1-6.1-5 (b): An applicant for Indiana paramedic training shall meet the following requirements:
 - a) Hold a valid certificate as an emergency medical technician.
 - b) Be at a minimum of eighteen (18) years of age.
 - c) Have a high school diploma or general education diploma.
7. Hold a valid current CPR training card of American Heart Association Healthcare Provider level or equivalent.
8. Meet eligibility requirements for application for certification as established by the National Registry of Emergency Medical Technicians

Selection Criteria

1. Candidate must submit and have on file prior to the beginning of the course:
 - a) A physical examination.
 - b) A high school diploma or general education diploma.
 - c) Verification of current immunization for Rubella and results of Tuberculosis skin Test.
 - d) Verification of initiation or completion of Hepatitis vaccination series.
 - e) If not affiliated with or sponsored by a Provider Organization, must show evidence of Personal Liability and Malpractice Insurance.
2. Candidate must attain a minimum passing grade on:
 - a) Computer Based Entrance Examination with a passing score of 75% or above.
 - b) Practical Skills Examination on Basic Life Support level that meets the National Standards.
 - c) Successful completion of Interview with Program Director, Lead Instructor, and Medical Director (if MD is available).
3. Acceptance into the program will be based on a review by the program staff of the submitted information.
4. Re-enrollment after prior unsuccessful participation in Education Course.
 - a) This section refers to any person who has previously been enrolled in a Paramedic Education Course at The Methodist Hospitals or any other State of Indiana approved Paramedic Education Institution.
 - b) Any student dismissed from a prior training program for non-academic reasons must agree to a review by program staff for enrollment eligibility into the course.
 - c) Any candidate who has been enrolled and participated unsuccessfully in the Education course two times during the previous years, must submit in writing to the Course Medical Director and Course Coordinator:
 - i) An explanation of the reasons for being unable to complete the Education Course during the prior attempts.
 - ii) What efforts have been made to alter these circumstances to assure successful completion.
 - iii) If affiliated with a provider service, verification from the Provider Service Administrator or Chief, the services awareness of the prior enrollment in the course and the service's commitment for the candidate's additional enrollment during this course.
 - d) The candidate must agree to a personal interview with the Course Medical Director, Course Coordinator and/or Education Staff to review the application.

- e) The candidate agrees to any special provisions made by the above review board as a contingency to enrollment and course completion.

**The Methodist Hospitals
Northwest Indiana
Regional Coordination Center**

EMERGENCY PARAMEDIC EDUCATION PROGRAM

PURPOSE: To prepare the Emergency Medical Technician to function as Advanced Life Support Paramedical personnel.

COURSE OBJECTIVES:

1. To prepare competent entry-level Emergency Medical Technician-Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains," with or without exit points at the Emergency Medical Technician-Intermediate, and/or Emergency Medical Technician-Basic, and/or First Responder levels.
2. To prepare the EMT-Paramedic to assess and evaluate life-threatening conditions of Trauma, Cardiac, and Medical origin, assign priorities of Emergency Treatment, and coordinate total patient care.
3. To prepare the EMT-Paramedic to administer appropriate Advanced Life Support intervention according to the prescribed medical control of a certified supervising hospital.
4. To prepare the EMT-Paramedic to perform his Advanced Life Support knowledge and skills which meets State of Indiana and National Registry certification standards.
5. To prepare the EMT-Paramedic to demonstrate integrity, empathy, self-confidence, teamwork, respect, and careful delivery of service with appropriate team leadership management and professionalism.

3/27/2022

**CONSENT TO GRANTING ACCESS TO, OR
RELEASE OF RECORDS TO, THIRD PARTIES**

I hereby authorize The Methodist Hospitals to grant access to and/or release records relating to my performance in the Paramedic Education Program to:

1. My Provider Organization as requested for the purpose of identifying my knowledge and skills relative to my demonstrated ability to perform as an Emergency Paramedic.
2. The Emergency Medical Services Commission for the purpose of enabling me to participate in the Indiana Emergency Paramedic Certification process.
3. The National Registry of EMTs for the purpose of enabling me to participate in the National Registry Certification Examination for Emergency Paramedics.



I understand that in order to revoke this authorization, I must do so in writing and that such revocation shall not apply to records to which access has been granted or which have been released to third parties prior to the date of revocation.

Name (print)

Signature

Date

Northlake Campus
600 Grant Street
Gary, Indiana 46402

Midlake Campus
2269 West 25th Avenue
Gary, Indiana 46404

Southlake Campus
8701 Broadway
Merrillville, Indiana 46410