Portland Community College
Emergency Services Department

Portland Community College provides quality education in an atmosphere that encourages the full realization of each individual’s potential.

Emergency Services Department Mission Statement
To train and educate Emergency Services professionals to excel in meeting the needs of the community

Portland Community College, Cascade Campus
EMS Admissions Specialist
909 N. Killingsworth St., PSEB 133
Portland, OR 97217
971-722-5570
Advanced EMT Course Application

Name: __________________________________________________________________     __________________________

(last)    (first)   (middle)  (Previous name(s) used)

Home Address: ________________________________________________________________________________________

(city)  (state)  (zip)

Telephone: cell: _________________________________  home: ____________________ _____________________

PCC email: _____________________________________ Personal email: __________________________________

PCC G# : ______________________________________  Date of Birth: __________________ ____  Age : _______
(must be admitted as student to PCC to be assigned G#)

By submitting this application, I acknowledge that PCC may be required to provide some of my student information to the Oregon Health Authority, EMS & Trauma Section, in order to process my AEMT Course application. Additionally, I understand that some of my student information is necessary to be provided to NREMT and certain professional and clinical sites (hospitals, ambulance agencies, et. al.) for eligibility regarding required clinical components and National testing processes (e.g., criminal background check initiation and results, drug screen results, attendance information and, potentially, information about passing classes.). I hereby give my consent to release information as needed.

______________________________________________________________________________   __________________________ __
(apponent signature)        (date)

Please indicate which section of the EMS 135 class you are applying for, term and year:

CRN#                 day           time                     location                    instructor           term      year

DO NOT WRIT BELOW.  EMS OFFICE USE ONLY

TB Test ______________________ Varicella (Chicken Pox) #1 _______ #2 ________
Influenza _____________________ MMR #1 _______ #2 ________
Tetanus (Tdap/Adacel)__________ Hepatitis B #1 _______ #2 _______ #3 ______
BLS Card _____________________ Drug Test _______ Background Ck ________
OR EMT License ________________
NREMT _______________________
Proof of Age18 or older ________
Active PCC Student ____________
High School/GED ______________
Academic Requirements Met
WR115 _____ MTH _____ RD 90____ Review By ______________________

Date Received _____________________

Date Posted ________________________

Reviewed By ________________________

Updated 7/2017
Advanced EMT (AEMT) Course Information

AEMT Part I & Part II is designed to instruct students to the level of Advanced Emergency Medical Technician. The AEMT serves as a vital member of the health care team. AEMTs learn skills which can save lives and limit debilitating injuries in emergency situations, beyond the level of the EMT. On successful completion of the course, the student is eligible to take the Oregon State AEMT licensure exams. You are not licensed until you complete all requirements of the Oregon Health Authority EMS & Trauma Section and National Registry of EMTs.

Basic Requirements

AEMT Part I and Part II are closed courses and you must apply and have completed all the requirements, and meet with the EMS Admissions Specialist to get permission to register for these courses. Permission to register is granted on a “First-come, First-serve” by appointment only and provided application requirements are complete. The class enrollment numbers online may be inaccurate. For an accurate available spots left in a class, contact the admissions specialist.

Students must complete all the academic and Castle branch requirements (see Castle Branch page) and Must pass both a criminal background check and drug screen prior to applying for the AEMT courses Criteria for passing these are determined by the clinical site(s) not Portland Community College. The associated costs of for all requirements is the responsibility of the student.

Please be advised PCC does not provide medical liability coverage. If you are injured and/or incur medical expenses, you are responsible for those expenses.

Check a current PCC schedule for class times and days each term. Attendance on the first day of class is MANDATORY, without exception. Students missing the first class will automatically be dropped from the class.

The following pages provide the information, requirements, instructions, and application. All requirements MUST BE COMPLETED to be accepted into the course.
To apply:

You must provide the following documents at an appointment with the EMS Admissions Specialist during the registration period.

- Placement test results and/or college transcripts
  - Required levels:
    - WR 115, MTH 20, RD 90 or equivalent have been completed with a “C” grade or better (unofficial transcripts are accepted) otherwise, placement test scores must indicate placement into:
      - Writing 121
      - Math 60 or higher
      - Reading 115
  - Proof of age 18 or older (driver’s license, passport or birth certificate).
  - Proof of High School Graduation/GED (If home schooled, you are required to provide a GED)
  - **Proof of current Oregon EMT license** (must be maintained throughout course and licensure testing)
  - All documents are “Complete” in your Certified Profile from Castle Branch. See the page on CastleBranch.com
  - Fill out the AEMT Course application. See AEMT Course application page.

Students who have completed **ALL** of above academic requirements along with the Castle Branch requirements **(no exceptions)**, and has met with the Admissions Specialist, will be given permission to register during the registration period. Permission is given on a “first come, first serve” basis, **by scheduled appointments only!**

Placement tests may be taken at any PCC testing center. Further information is available at PCC Admissions or at [www.pcc.edu/rewources/testing](http://www.pcc.edu/rewources/testing)

For financial aid information at PCC, visit our website: [http://pcc.edu/resources/tuition-fees/payment-info/financial-arrange.html](http://pcc.edu/resources/tuition-fees/payment-info/financial-arrange.html)

**IMPORTANT:**

- 2 to 7 week classes have DROP DEADLINE of the FIRST DAY OF CLASS before 5PM. **The student is responsible for withdrawal from a class.** Further drop information: [www.pcc.edu/drop](http://www.pcc.edu/drop)
- You must have payment arrangements in place to avoid being dropped from classes for non-payment. Check with the Students Accounts Office for available options.
About CastleBranch
Portland Community College – Cascade – Emergency Medical Services and CastleBranch – one of the top ten background screening and compliance management companies in the nation – have partnered to make your onboarding process as easy as possible. Here, you will begin the process of establishing an account and starting your order. Along the way, you will find more detailed instructions on how to complete the specific information requested by your organization. Once the requirements have been fulfilled, the results will be submitted on your behalf.

Order Instructions for:
Portland Community College (PCC) – Cascade – Emergency Medical Services (EMS)

- To place an order (set up account and upload documents) go to the following website:
  https://www.castlebranch.com
- Click “Place Order”
  Enter the Package code: PO93im  O = the letter
- Once payment is made, the immunization page will allow you to upload your documents.
- For Background check and Drug Screen you will need to place an order and make a payment for each.
  Package code for Background – PO93bg
  Package code for Drug Test – PO93dt

Payment Information
Fees – Set up & Immunizations - $20.00
Criminal Background - $51.00
Drug Screening - $27.00

Your payment options include Visa, MasterCard, Discover, Debit, electronic check and money orders. Note: Use of electronic check or money order will delay order processing until payment is received.

Accessing Your Account
To access your account, log in using the email address you provided and the password you created during your order placement. Your administrator will have their own secure portal to view your compliance status and results.

Contact Us
For additional assistance, please contact the Service Desk at 888-723-4263 or visit https://mycb.castlebranch.com/help for further information.
Documents Needed for CastleBranch.com
Certified Profile

This profile is an outside source to verify the following immunizations and other requirements are met, and must be completed in be in order to be eligible to register for the AEMT courses. There is a $20 fee to set up your profile, prior to course approval. See page CertifiedBackground.com for instructions on how to create your Certified Profile.

Upload the documents for the following criteria: (you may need to submit the same document more than once, if your shots and/or blood tests results are on one document.)

- BLS card – it must be an American Heart Association “Basic Life Support (BLS)” or “Healthcare Provider” level. The ONLY acceptable alternative is the ASHI CPR-Pro and ECSI.
  (See page on CPR/ BLS (Basic Life Support) course options. BE SURE TO SIGN AND SHOW BOTH SIDES when uploading to your profile with CastleBranch.com)

- Proof of a Negative TB exam (clear chest x-ray if exam is ‘positive’) It must be valid through the duration of your clinical rotations. The Skin Test reading is valid for 6 months; the blood draw results are valid for one year.

- Proof of Tetanus/Pertussis vaccine booster within 10 years of the course completion date. (must be Tdap not just DT or TD)

- Proof of immunity to Hepatitis B: requires a blood test that indicates ‘positive’: OR 1 shot for entry with follow-up of the 3 shot series as required during the course

- Proof of immunity to MMR (measles/mumps/rubella): requires a blood test that indicates ‘positive for all 3; OR 2 shots (must have both shots). No MMR required if born before 1956.

- Proof of immunity to Varicella (chicken pox): requires a blood test that indicates ‘positive’; OR 2 shots (must have both shots). Historical exposure or disease is NOT adequate.

- Proof of influenza vaccination (flu shot). Vaccination must be for the current flu season required every term. Needs to include a statement for which flu season the vaccination is for eg. “For flu season 2016/17, may also require the lot number.

- Complete the Criminal Background information

- Complete the Drug Screen information (castle branch will provide you with instruction on how to get your drug screen completed.
Basic Life Support (BLS/CPR) Card
Course Options for PCC’s EMT course requirements

The required BLS/CPR card MUST be from the American Heart Association and MUST be the Healthcare Provider or Basic Life Support level. This card is valid for 2 years from the date of issue – and must be current through the licensing process after the end of your EMT courses. Below are some option to obtain your BLS/CPR card. There are many others, however they need to provide an American Heart Association, Healthcare provider card to be considered valid. If you have one of the following cards from a Fire Department, they are accepted.

- ASHI-Pro
- ECSI

**OPTION 1**
Portland Community College’s CLIMB Center for Health Professionals
- [www.pcc.edu](http://www.pcc.edu), click on the class schedule tab
- Select non-credit classes (for relevant term)
- Select American Heart Association from the Topics index
- Select the course titled: BLS (CPR) for Healthcare Providers (CEU 3319), from the American Heart Association courses offered. Choose a course that best fits your needs.

Please Note: payment must be made before class begins.

**OPTIONS 2**
CPR Lifeline
CPR Lifeline was organized in April 1976 for the purpose of providing American Heart Association CPR training to the people of the Portland metro area.
- Click “Public Class Schedule & Registration
- Choose BLS for Healthcare Provider CPR & AED
- Choose a course that best fits your availability

**OPTIONS 3**
Cascade Training Center
This company offers the Oregon training courses at several locations in the Portland Metropolitan area
- [www.chealthcare.com](http://www.chealthcare.com)
- Click “Offered Classes”
- Choose Basic Life Support for Healthcare Providers (CPR/BLS)
- Then put your zip code in the “Fin Upcoming Classes” to search
- Choose a course that best meets your location, date and times.
Legal Limitations for Advanced EMT Licensure

Applicants should be aware that the following questions are asked on the National Registry AEMT and/or the Oregon AEMT Application for licensure:

1. Do you or have you had within the past 10 years, any physical or mental condition that impairs, could impair, or has impaired your ability to perform the duties of an EMS Provider? If you answer yes, explain whether your condition is controlled by medication or other treatment and how your condition treated or untreated, affects your ability to perform the duties of an EMS Provider.

2. Do you or have you used in the last 10 years, any drug or chemical substance for other than legitimate medical purposes that impairs or has impaired your ability to perform the duties of an EMS Provider?

3. Have you been counseled about, diagnosed with, or treated for, a dependency on alcohol or drugs within the last 10 years?

4. Have you ever been arrested, charged with, or convicted of any misdemeanor or felony? (Minor traffic violations need not be reported.)

5. Has an employer or supervising physician taken disciplinary action against you related to your duties as an EMS Provider? (Discipline includes suspension, letter of reprimand, resignation in lieu of termination, a limitation or restriction of scope of practice or dismissal for cause.)

6. Have you been named in a lawsuit alleging medical malpractice or misconduct related to providing medical care?

7. Have you ever been disciplined, denied or revoked by the National Registry of EMTs or any health care certifying/licensing agency?

8. Have you ever surrendered or resigned a health care license or certificate?

9. Have you lived, worked or attended school outside of Oregon for 60 or more consecutive days in the last 5 years?

(if you answered “Yes” to question #9, you will incur the “State Licensing Background Check Fee” as indicated on the “PCC EMT Course Expense Estimate”)

Mandatory Clinical/Internship Placement Requires Passing Drug Screen and Criminal Background Check

- Background check includes minimum of SSN trace, Sex Offender Registry, Office of Inspector General exclusion report, Healthcare Fraud and Abuse Scan
- All felony convictions are a minimum of ten-year excluders from clinical/internship placement
- Class-A misdemeanor convictions are generally ten-year excluders from clinical/internship placement
- Certain other misdemeanor convictions are ten-year excluders from clinical/internship placement
- Other restrictions may apply, depending on clinical/internship site
- Drug Screen includes ten-panel – “Negative” result required for all panels. “Dilute”, “Positive”, or “Invalid” result constitutes failure of drug screen. Medical Review Officer may evaluate as appropriate.
## PCC Advanced EMT Course Expense Estimate

### Non-Course Expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Textbook</td>
<td>$135.00*</td>
</tr>
<tr>
<td>Student Uniform Shirt</td>
<td>$37.50*</td>
</tr>
<tr>
<td>Stethoscope</td>
<td>$14.00*</td>
</tr>
<tr>
<td>Certified Profile Fee</td>
<td>$20.00**</td>
</tr>
<tr>
<td>Criminal Background Check Fee</td>
<td>$51.00**</td>
</tr>
<tr>
<td>Drug Screen Fee</td>
<td>$25.00**</td>
</tr>
<tr>
<td>Black/Dark Blue Slacks</td>
<td>personal choice**</td>
</tr>
<tr>
<td>Black Shoes</td>
<td>personal choice**</td>
</tr>
<tr>
<td>Vaccinations</td>
<td>personal choice**</td>
</tr>
<tr>
<td>Parking Fee</td>
<td>Fee paid on-line with debit/credit card</td>
</tr>
</tbody>
</table>

**Subtotal Non-Course expenses:** $282.50

- **DELETION FOR NON-PAYMENT:** Full payment, a college-approved financial aid arrangement, or payment plan must be in place **2 weeks PRIOR to the term begin date** in order to maintain your course registration. Check your MyPCC and PCC email often for more information.

### EMS 135: Advanced EMT Part I (5 credits)

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$520.00****</td>
</tr>
<tr>
<td>Lab Fee</td>
<td>$30.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$22.50</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>$15.75</td>
</tr>
<tr>
<td>PCC College Service Fee</td>
<td>$15.00***</td>
</tr>
<tr>
<td>Transportation Fee</td>
<td>$4.00***</td>
</tr>
</tbody>
</table>

**Subtotal AEMT Part I course expenses payable to PCC:** $607.25

### EMS 135: Advanced EMT Part II (5 credits)

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$520.00****</td>
</tr>
<tr>
<td>Lab Fee</td>
<td>$30.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$22.50</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>$15.75</td>
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<tr>
<td>PCC College Service Fee</td>
<td>$15.00***</td>
</tr>
<tr>
<td>Transportation Fee</td>
<td>$4.00***</td>
</tr>
</tbody>
</table>

**Subtotal AEMT Part II course expenses payable to PCC:** $607.25

### State/NREMT Exam Expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Application Fee</td>
<td>$125.00</td>
</tr>
<tr>
<td>State Licensing Background Check Fee</td>
<td>$44.50+</td>
</tr>
<tr>
<td>NREMT Exam Fee</td>
<td>$100.00</td>
</tr>
<tr>
<td>PCC State Exam Service Fee</td>
<td>$150.00++</td>
</tr>
</tbody>
</table>

**Subtotal State/NREMT exam expenses:** $419.50

**TOTAL EXPENSE ESTIMATE:** $1,916.50

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* Available for purchase at PCC Cascade Campus Bookstore
** Student to provide
*** Assessed once per term if enrolled in at least one (1) credit class
**** Oregon border state residents (California, Nevada, Idaho, and Washington) pay in-state tuition
** Oregon border state residents (California, Nevada, Idaho, and Washington) pay in-state tuition
+ May be assessed by DHS EMS & Trauma Section
++ Additional testing fees may be required depending on exam location

These costs are estimates and are subject to change at any time

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*Updated 7/2017*