



**Portland  
Community  
College**



# **EMERGENCY MEDICAL TECHNICIAN**

**2022-2023**

Emergency Services Department

# A GUIDE TO THE PCC EMERGENCY MEDICAL TECHNICIAN (EMT) APPLICATION REQUIREMENTS

## Emergency Medical Technician (EMT) Certificate Information

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The EMT Part I and Part II courses are designed to instruct students to the level of Emergency Medical Technician (EMT). An EMT serves as a vital member of the health care team. Students learn skills that can save lives and limit debilitating injuries in emergencies. Upon successful completion of the courses, the student is eligible to take the Oregon State EMT Licensure exams.

### Application Deadline

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Applications accepted on a rolling basis throughout the year. New cohorts of students are accepted each quarter on a first come, first served basis. All minimum application requirements must be complete two weeks prior to the start of your intended term.

### Application Process

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#### Step 1: Apply to PCC as a credit-seeking student:

- To apply to PCC, visit [www.pcc.edu/enroll](http://www.pcc.edu/enroll) and click the “apply now” button

#### Step 2: Gather proof of the minimum admission requirements:

One of the following:

- High School Diploma or unofficial high school transcripts showing graduation
- GED Certification
- Unofficial College Transcripts

Unofficial transcripts (or PCC placement test scores showing higher-level course placement) documenting completion of the following:

- WR 115: Intro to College Composition
- Proof of completion of RD 90: Reading 90
- Proof of completion of MTH 20: Fundamentals of Math

#### Step 3: Complete the EMT Program Application:

- Complete the online EMT Application form at [www.pcc.edu/programs/emergency-medical/apply/](http://www.pcc.edu/programs/emergency-medical/apply/)

You will need:

- Your PCC email address
- Your PCC Student ID# (Begins with the letter G)
- Unofficial college transcripts (or PCC placement test scores showing higher-level course placement) documenting completion of the minimum admission course requirements.
- Upload a copy of your government issued identification showing your age is 18 or older

#### Step 4: Complete the Basic Life Support (BLS) and immunization requirements, successfully order and complete a background check and drug test through CastleBranch. Detailed ordering instructions available on Page 4.

- Create a CastleBranch Account at [www.CastleBranch.com](http://www.CastleBranch.com)
- Upload your American Heart Association healthcare providers or Basic Life Support card
- Upload proof of the required immunizations (see page 3 for a detailed list of required immunizations)
- Order a background check (*The background check must be less than 3 months old when you begin the program*)
- Order a drug test

### Additional Resources

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Academic Advising for all Emergency Services Programs: contact Michelle Butler at 971-722-5284 or at [mlbutler@pcc.edu](mailto:mlbutler@pcc.edu).

Emergency Services Program Admissions Questions: contact [ems@pcc.edu](mailto:ems@pcc.edu).

Placement test information: [www.pcc.edu/testing](http://www.pcc.edu/testing)

# CASTLEBRANCH INFORMATION

PCC uses CastleBranch, one of the top ten background screening and compliance management companies in the nation, to verify the following requirements are complete prior to admission. Be sure to gather electronic copies of documents listed below. Upload the supporting 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.

Visit [www.CastleBranch.com](http://www.CastleBranch.com) for instructions on how to create your Certified Profile (See Page 4 for detailed PCC EMT ordering instructions)

## BASIC LIFE SUPPORT (BLS)

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- BLS card** – must be from the American Heart Association. “Basic Life Support (BLS)” or “Healthcare Provider” level accepted. Other brand certifications are NOT accepted. See FAQs on page 5 for BLS course options. Be sure to **sign and show both sides of your card** when uploading to your profile with CastleBranch.com

## PROOF OF IMMUNIZATIONS

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- Tuberculosis (TB)** - proof of a negative TB test (clear chest x-ray if test 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. Blood test result must be a QuantiFERON Gold Blood test on a lab report.
- Tetanus/Pertussis Vaccine** - proof of vaccine booster within 10 years of the course completion date. (Must be TDAP not just DT or TD)
- Hepatitis B** - proof of immunity requires a blood test that indicates ‘positive’ OR 1 shot for entry with the follow-up of the 3 shot series as required during the course
- Measles/Mumps/Rubella (MMR)** - proof of MMR immunity (measles/mumps/rubella): requires a blood test that indicates ‘positive for all 3; OR 2 shots (must have both shots). Historical exposure or disease is NOT adequate. MMR not required if born before 1956.
- Varicella (chicken pox)** - proof of immunity requires a blood test that indicates ‘positive’; OR 2 shots (must have both shots). Historical exposure or disease is NOT adequate.
- Influenza Vaccination (seasonal flu shot)** - proof of vaccination must be for the current flu season required every term, including summer. Needs to include a statement indicating what flu season.
  - For example, “For flu season 2022/23”, will also require the lot number. (You may write this on the document if missing)
- COVID-19 Vaccination** – proof full vaccination against COVID-19. Acceptable vaccines are Pfizer, Johnson & Johnson or Moderna.

## BACKGROUND CHECK & DRUG SCREEN (details and package code on page 4)

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- Order and successfully complete the criminal background
- Order and successfully complete the Drug Screen

# CASTLEBRANCH ORDERING INSTRUCTIONS

To place an order (set up account and upload documents) go to <https://www.castlebranch.com>.

The package codes listed below begin with the letters P & O. The total fees for the following requirements is \$98.

## Basic Life Support (BLS) Certification & Immunization Directions

- Click "Place Order" and
- **Package code for BLS Certification & Immunizations - PO93im**
- Make a payment of \$20
- Once paid, the immunization page will allow you to upload your immunizations and BLS documents

## Background Check Ordering Instructions

- Click "place order"
- **Package code for Background – PO93bg**
- Make a payment of \$51
- The results date of your background check must be current within 3 months of beginning the program

## Drug Screen Ordering Instructions

- Click "place order"
- **Package code for Drug Test – PO93dt**
- Make a payment of \$27

# BACKGROUND CHECK & DRUG SCREEN INFORMATION

## Background Check

- The background check includes reviews of the Sex Offender Registry and the Office of the Inspector General exclusion report as well as Social Security Number (SSN) trace and Healthcare Fraud and Abuse Scan
- All felony, Class A misdemeanor, and certain other misdemeanor convictions exclude students from clinical/internship placement for a minimum of 10 years
- Other restrictions may apply, depending on clinical/internship site

## Drug Screen

- The drug screen includes a ten-panel screen
- A "Negative" result is required for all panels
- A "Dilute", "Positive", or "Invalid" result constitutes failure of drug screen. Medical Review Officer (MRO) may evaluate as appropriate.
- **If you are taking a prescription, your test may result in a positive for drugs.**
  - Watch your Castle Branch and email for directions to send the required additional documentation.
- If you are contacted by an MRO, you must respond within 72 hours – be sure to closely monitor your CastleBranch account and e-mail/junk mailboxes

For additional assistance with your account, please contact:

CastleBranch Service Desk at 1-888-723-4263 or visit <https://mycb.castlebranch.com/help> for further information.

# EMT Frequently Asked Questions (FAQs)

## **How competitive is PCC's EMT Program?**

Admission to the PCC EMT Program is on a first-come, first-served basis, based on fully completing the application, background check, immunizations and drug screen process. Class capacity varies by term.

## **Once I complete the PCC Program, will I be certified or licensed?**

Upon successful completion of the courses, students must pass the NREMT exam before becoming eligible for OR EMT Licensure. You ARE NOT licensed until you complete all requirements of the Oregon Health Authority EMS & Trauma Section and National Registry of EMTs.

National Registry of Emergency Medical Technicians: [www.nremt.org](http://www.nremt.org)

Oregon Health Authority: <https://www.oregon.gov/oha/pages/index.aspx>

## **How much will it cost to complete the EMS Program?**

Non-course expenses are estimated at \$400. Tuition and course expenses are estimated at \$2300. For more information on tuition and fees, visit the [paying for college tab](#) in your MyPCC.

Paying for College Resources: <https://www.pcc.edu/enroll/paying-for-college/>

EMT program costs: [www.pcc.edu/programs/emergency-medical/costs/](http://www.pcc.edu/programs/emergency-medical/costs/)

## **How much will it cost to complete the CastleBranch Requirements?**

Set up, Immunizations/BLS	\$20.00
Background Check	\$51.00
Drug Screen	\$27.00
Total Fees:	\$98.00

## **What happens if I miss the first day of class for EMS 105?**

Once students are permitted to register, it is their responsibility to register and pay for courses. Attendance on the first day of class is mandatory, WITHOUT EXCEPTION! Students missing the first class will automatically be dropped from the class/cohort.

## **Does PCC Offer Medical Liability Coverage while I am in the EMT Program?**

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

## **Where can I take my Basic Life Support Courses?**

The required BLS 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 options to obtain your BLS card. There are many other options to obtain your BLS card; however, they need to provide an American Heart Association, Healthcare provider card to be valid.

- Portland Community College's CLIMB Center for Health Professionals: [www.pcc.edu/climb](http://www.pcc.edu/climb)
- American Heart Association: [www.heart.org](http://www.heart.org)
- CPR for Life: [www.learn CPR for life.com](http://www.learn CPR for life.com)
- CPR Lifeline: <http://www.cprlifeline.com>
- Cascade Training Center: [www.thehealthcare.com](http://www.thehealthcare.com)

# LEGAL LIMITATIONS FOR EMT LICENSURE

Applicants should be aware that the following questions will be asked on the National Registry and/or the Oregon 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?

**Portland Community College**  
**Cascade Campus, EMS Department – PSEB 133**  
EMS Admissions: [ems@pcc.edu](mailto:ems@pcc.edu)  
909 N. Killingsworth St.  
Portland, OR 97217  
971-722-5284

*All information is subject to change. Portland Community College is an affirmative action equal opportunity institution. Students are admitted without discrimination as to age, race, religion, gender, sexual preference, national origin or marital status.*