

EMT 151 REQUIREMENT CHECKLIST

Once you have obtained and completed all of the below, please make an appointment with the EMT Program Director to be checked off to participate in the clinical. The last day you may be checked off is on the day of the clinical orientation (if the director has office hours that day) – but waiting that long will not provide you the opportunity to fix something that may be missing or incorrect. Remember, that there are NO extensions granted to provide the required items, and documentation. Please do not wait until the clinical orientation day to be checked off.

DONE

- Background check submitted to CHS Dean, Kevin Ballinger by due date on syllabus.**

This will allow the dean time to access your background and provide an “all clear” to the EMT Program before the clinical rotations begin.

- Proof of Liability Insurance Coverage.**

A copy of your receipt from the company will suffice until your card is received at the division office and distributed to you. If you have your card, provide a copy of your liability card. If you do not receive a receipt from the company within a few days of mailing in your form, contact the company and request that they email you a receipt.

- Possession of the single approved Gall’s white polo shirt with your receipt.**

Bring your polo shirt and receipt when you are being checked off. The EMT Program Director only needs to verify that the receipt and shirt are from Gall’s. You will retain your shirt and receipt after meeting with the instructor.

- Possession of a stethoscope with a bell and diaphragm.**

Bring this to your appointment when you are being checked off.

- OCC Student ID Card.**

Bring this to your appointment when you are checked off.

- Valid CPR certification card.**

Bring your original card and a copy of the card. The copy should be made showing both sides on one side of a single full sheet of paper. Remember to sign your card PRIOR to making a copy. See example of what your copy should look like.

Your completed physical exam.

Bring either the Student Health Center completed form, or the CHS Division/EMT Program completed form (this was available on the student portal website). Your exam must be on one of the above forms or it will not be accepted. Your physical exam must provide dates and lab results as required of the following.

- **Dates of 2 MMR vaccinations or the date of your MMR vaccination at your physical exam, or a copy of your lab results demonstrating positive immunity titers.**
- **Copy of your positive Varicella Titer lab results.**
- **Date and details of your negative PPD skin test within the last six months, or a copy of the radiologist's report of a negative CXR within the last 12 months.**
- **Signature of the physician, nurse practitioner, or physician's assistant clearing you to participate in the clinical without restrictions – the name, address and phone number of your healthcare provider must also be easily identifiable, and in accordance with accepted medical ethics, should not be a family member.**
- **Dates of the completed Hepatitis B Vaccination series or lab results of positive titers** – If this has not been completed you will be required to sign a waiver at your appointment.

When you have checked every box, email or speak with the EMT Program Director to set up an appointment **OUTSIDE** of classroom hours to be processed for clinical participation. Bring all of the items above as required.

You will be **REQUIRED** to dress in your entire clinical uniform on the day of the clinical orientation, or you will be dismissed to change your attire. You must wear your hair, make up, jewelry, etc... and be shaven as appropriate in compliance with the requirements of the clinical on that day. See the dress and conduct code.