



Unified Fire Authority Emergency Medical Technician Course 2025 Requirements and Standards



Thank you for your interest in attending the Emergency Medical Technician Course with Unified Fire Authority.

This course is designed to provide you with the best opportunity to become an Emergency Medical Technician. Over the next 144 hours you will be given the opportunity to learn from dedicated and experienced EMTs and Paramedics with a long, rich history in providing emergency medical services.

Course Goals

Upon successful completion of the course, the individual will be able to:

1. Recognize the nature and seriousness of the patient's condition or extent of injuries and be able to assess requirements for emergency medical care.
2. Administer appropriate emergency medical care based on assessment findings of the patient's condition.
3. Lift, move, and position the patient to minimize discomfort and prevent further injury.
4. Perform triage at a mass casualty incident.
5. Perform the expectations of an EMT safely and effectively.

A. Course Requirements

1. Required Documentation: The student must complete an application with all of the following required documents:

- a. Valid driver's license
- b. Signed waiver of liability
- c. Signed Student Agreement
- d. Ride-Along and confidentiality agreement

2. Medical Expenses: The student is responsible for their own medical expenses during the course, including expenses due to illness, accident or injury occurring while completing the Emergency Medical Technician Course.

3. Attendance: To comply with National and State requirements, the student **must attend all course sessions, or make up the sessions**, prior to taking the practical exam. It is difficult to attempt to make up sessions and receive the same information and practice opportunities that other students obtained. For this reason, we have the following policy on attendance:

- a. **There are no unexcused absences.** If the student is unable to attend a class, they must notify the Course Coordinators prior to the class. If prior notification is not possible, the student must contact the Course Coordinators within twenty-four (24) hours after the class. This does not mean the absence is excused.
- b. The student must also make arrangements with the Course Coordinator scheduled for that class time and date per the schedule to make up the time and material missed.
- c. After an absence the student will be required to write a one-page single spaced paper on the missed subject. This paper will need to be turned in to a Course



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Coordinator the following week before class begins.

- d. The student must attend a minimum 130 of the 144 classroom hours scheduled in person. The student must also attend their 10-hour clinical ride along. Missing more than 14 hours of the course/ride along or failure to maintain a grade average of 75% is grounds for dismissal.

4. Classroom Participation: Participation in practical exercises is required. The student will be evaluated in such areas as dependability, attitude, maturity, the ability to relate to others, and ability to achieve acceptable performance levels.

5. Grooming: Casual dress is appropriate for classroom lecture. Closed toe shoes must be worn at all times. Shorts, short skirts, sleeveless tops, excessively loose-fitting shirts and pants, sandals, worn or tattered shirts or pants are inappropriate classroom attire. Proper grooming and daily personal hygiene are essential because of the close proximity to and contact with others.

6. Conduct/Ethics: As an Emergency Medical Technician you are a member of a medical community that has the community's trust and the privilege of caring for the sick or injured. As such you are held to a high level of personal conduct.

- a. The student will treat the course staff and their fellow students with respect.
- b. The student will respect the facility and equipment of the Course.
- c. The student will not seek out or accept unauthorized help during testing and evaluations.
- d. Cell phones will not be allowed in the testing area.
- e. The student will maintain confidentiality of all patient information.

7. Assessment and Vital Signs sign offs: The student is required to obtain 50 medical patient assessments, 50 trauma patient assessments, and 50 vital signs. The student will be dismissed from class if they have not completed half of the assessments by the end of week five. The remaining assessments and vital signs are required to be completed by the start of week nine. Failure to complete the remaining assessments and vital signs by the start of week nine will result in the student being dismissed from class.

8. Skills signoffs: The student is required to have all practical skills signed off by an instructor prior to the end of week nine.

9. Quizzes: The quizzes are intended as a study guide. Completing the quizzes will improve the comprehension of the material. Failure to complete the quizzes may impact the student's ability to successfully pass the exams.

10. Testing Procedures: Once the student begins a test they will not be allowed to leave the room under any circumstances barring medical emergencies. Leaving the test area before the test is submitted will result in the student failing the test. All restroom use or phone calls must be done prior to or after the tests.

- a. Written Exams: The student must pass all tests with a 75% or greater score.
- b. Final Exams:



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- a. Final Written Exam: The student must meet satisfactory standard as listed above for examinations. (The same retake rules outlined above will apply to the Final Written Exam.)
- b. Final Practical Exam: The student will be required to pass a Medical Patient Assessment scenario, a Trauma Patient Assessment scenario, and a Random Skill.

11. Clinical Ride-along: The student will be required to participate in a 10 hour ride-along with a Unified Fire Authority EMS unit in the field. Ride-alongs will be scheduled after the beginning of week five. EMT student t-shirts will also be issued after week five.

B. Successful completion of the course

The student must receive passing grades on all examinations.

The student must demonstrate proficiency in all practical skills.

The student must demonstrate the skills, knowledge and attitude to perform and function as an EMT.

The student must meet all of the above criteria to be recommended for certification with the Utah State Department of Health, Bureau of Emergency Medical Services and Preparedness (BEMSP) and the National Registry of Emergency Medical Technicians NREMT).

The Utah State Bureau of Emergency Medical Services and Preparedness will perform a background check on all students. It is the responsibility of the student to verify if they are eligible for certification based on any past criminal history. ***The student is required to go to the Bureau of EMS after week five and before week seven to have their fingerprints done.***

C. Remediation

The student will be offered remediation when they have failed a test. They will also be offered remediation if the Course Instructors determine that the student needs help with practical skills. The instructors will take any and all actions to assist the student with resources as per Utah State Bureau of EMS Policy.

D. Probation

The student will be placed on probation upon failing their second test. This includes retakes.

The student will be placed on probation after missing eight hours of class.

The student will be placed on probation if their personal conduct does not meet the standards of the class as above.

E. Dismissal

The staff of the Emergency Medical Technician Course will make every effort to avoid dismissing a student through the use of remediation and probation. The student may be dismissed for any of the following reasons:

1. The student is absent more than 14 hours of class.
2. The student fails three written or three practical exams.
3. The student does not demonstrate the ability to perform the practical skills after remediation.
4. The student fails to complete required vitals, assessments and skills pass-offs by required dates.



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5. The student continues to have poor personal conduct.
6. The student may be dismissed at the discretion of the Course Coordinator for cause.
7. The student has repeated the very behavior/action for which they were originally placed on probation.

F. Refund

The student is eligible for a prorated tuition refund minus the non-refundable deposit and course materials if they withdraw from the Course.

Non-refundable deposit -	\$300
Textbook -	\$348
AHA BLS Book	\$15
CPR Card -	\$5
T Shirt -	\$11
B/P Cuff, Stethoscope, Bandaging Kit -	\$17
Total:	\$696.00

Refund at week one: \$804.00 (full amount of tuition minus cost of supplies)

Refund at week two: \$562.80 (70% of tuition minus cost of supplies)

Refund at week three: \$402.00 (50% of tuition minus cost of supplies)

Refund at week four: \$241.20 (30% of tuition minus cost of supplies)

No refund after week four

G. Disclaimers

The Unified Fire Authority does not guarantee certification by the Utah State Bureau of Emergency Medical Services or the National Registry of Emergency Medical Technicians.

Completion of the course is not guaranteed. It is up to the student to fulfill all requirements.

The Unified Fire Authority does not guarantee employment after completion of the Course.

The Unified Fire Authority does not offer or guarantee continuing education after completion of the Course.

The Unified Fire Authority does not tolerate harassment, discrimination, sexual harassment, or retaliation. If an individual feels that they are being subjected to harassment, sexual harassment, discrimination, or retaliation, they may immediately inform the violator that the conduct is unwelcome and needs to stop. If the inappropriate conduct does not cease, or if the individual is unable to or uncomfortable with addressing the alleged violator directly, they should report the incident to the EMT Course Coordinator, the EMS Division Training Captain, the EMS Division Chief, or the Human Resources Director. It is helpful, but not required, to provide a written record of the date, time and nature of the incident(s) and the names of any witnesses.