

**OREGON HIGHER EDUCATION COORDINATING COMMISSION**

**EMERGENCY MEDICAL TECHNICIAN PROGRAM  
ACCREDITATION SELF-STUDY  
FOR NON-PARAMEDIC COURSES**



**SOUTHWESTERN**  
AN OREGON COMMUNITY COLLEGE

Date 5/29/2019

**Julie Ryan BA, NRP**  
**EMT/Paramedic Program Director**

Phone: 541-888-7432 Email: [julie.ryan@socc.edu](mailto:julie.ryan@socc.edu)

[www.socc.edu](http://www.socc.edu)

[EMS program web address: https://www.socc.edu/ems](https://www.socc.edu/ems)

B. **INSTITUTIONAL GENERAL INFORMATION**

B.1 **College and Program Administration**

**Chief Executive Officer for the Institution**

|               |                   |         |                                       |
|---------------|-------------------|---------|---------------------------------------|
| name          | Dr Patty M. Scott | Address | Southwestern Oregon Community College |
| credentials   | Ed.D              |         | 1988 Newmark Ave                      |
| title         | President         |         | Coos Bay OR 97420                     |
| email address |                   |         |                                       |
| office phone  | 541-888-7401      |         |                                       |

**Dean or Comparable Administrator**

|               |  |
|---------------|--|
| name          | Ali Mageehon   |
| credentials   | PhD  |
| title         | Vice President of Instruction                                    |
| email address | <a href="mailto:ali.mageehon@socc.edu">ali.mageehon@socc.edu</a> |
| office phone  | 541-888-7417   |

**Program Director**

|               |  |
|---------------|--|
| name          | Julie Ryan   |
| credentials   | BA, NRP  |
| title         | EMT/Paramedic Program Director                               |
| email address | <a href="mailto:julie.ryan@socc.edu">julie.ryan@socc.edu</a> |
| office phone  | 541-888-1554   |

**Medical Director**

|               |  |         |  |
|---------------|--|---------|--|
| name          | Wendy Haack  | Address |  |
| credentials   | DO   |         |  |
| title         | Medical Director   |         |  |
| email address | <a href="mailto:wendy.haack@bayareahospital.org">wendy.haack@bayareahospital.org</a> |         |  |
| office phone  | 541-269-0333   |         |  |

**Assistant or Associate Medical Director**

|               |      |
|---------------|------|
| name          | None |
| credentials   |      |
| title         |      |
| email address |      |
| office phone  |      |

below place an X under the one that applies

Yes

No

B.2 Is the Program a consortium with another institution or agency?

X

below place an X under the one that applies

**B.3 Institutional Accreditation**

**Yes**

**No**

Is the institution accredited by the NW Commission on Colleges and Universities?

X

If accreditation is through another accrediting body, list their name.

When does the current college accreditation expire?

Spring 2020

What is the date of the next institutional accreditation?

Spring 2020

below place an X under the one that applies

**Does your College offer a Paramedic Degree Program?**

**Yes**

**No**

**If no, skip to section B.5.**

X

**B.4 Paramedic Program Accreditation**

below place an X under the one that applies

**Yes**

**No**

Is the Program accredited by CAAHEP?

X

What is the month and year of the last CoAEMSP self study submitted

Sep-16

What is the date of the last accreditation?

2017

What is the year in which your next CoAEMSP self study will be due?

2023

**Provide the documents listed in Tab I. Paramedic Review**

**B.5 In the box below provide a narrative history of the program since its beginning, include current and future plans for program development and any unique characteristics of the program.**

The EMS program at SWOCC began in the early 1990's. Until 2008 SWOCC offered First Responder, EMT-Basic, and EMT-Intermediate. During this tenure, Paul Reynolds was the director of the EMS courses offered, and students could earn a one year EMT certificate. In 2008 SWOCC officially began a two year degree program with the offering of Paramedic. Terry Mendez was hired to instruct and oversee the Paramedic course. During the initial phase of the degree and the paramedic course, Paul Reynolds continued as director. As a result of program growth, Terry Mendez was appointed the Director of EMT/Paramedic at SWOCC in 2010 which allowed us to ensure a cohesive, seamless program from the EMR level to the Paramedic. In 2016 Julie Ryan took over as the EMS Program Director and instructor of the Paramedicine program.

SWOCC currently offers the EMR, EMT, AEMT, Oregon EMT-I courses and AAS Paramedicine degree. The Advanced EMT and Intermediate were re-introduced into the curriculum in fall of 2018 after a few years absence. In March of 2013, the Paramedic program gained national accreditation through CAAHEP and gained continuing accreditation in 2018. This accreditation is active until 2023.

Our current goals are to continue to develop, implement, and evaluate the program to assure instruction and resources meet or exceed the 2009 National EMS Educational Guidelines, the Committee on Accreditation of Allied Health Education Programs (CAAHEP) Standards, and the Oregon DHS-EMS Health Authority Standards. This will help us achieve our objective of providing high quality training to the students and communities of interest we serve within our district. To improve education and accessibility to training, EMT and AEMT/Intermediate are offered at the Brookings Campus via IPV video instruction for didactic lecture and in-person instruction for psychomotor skills training. We are also looking to add instruction modules that include Community Paramedicine practice. This is a relatively new avenue in paramedic practice which is becoming more wide spread throughout the country.

In the fall of 2020, the EMS program will be relocating to the new Health and Science Building which is currently under construction on the Coos Campus. This facility will have dedicated EMS classrooms and lab areas which were designed specifically with the needs of the EMS provider in mind. As well as high fidelity simulation, it will include the equivalent of a "single-wide" trailer in order to bring realism into the scenario training. The fall of 2019 will also see the implementation of an agreement with Clatsop Community College as a satellite program to offer paramedic training on the northern coast.

SWOCC is unique in that we are the only Paramedic program on the Oregon Coast. We are a smaller college with a limited community of resources which has allowed us to seek partnerships for training that may not be normally sought in a larger community. These partnerships have opened great opportunities for students to interact and see a different view of health care and the larger role they may play in it. The growth of the program in recent years



below place an X by the one that applies

- C.2 Does your Program offer the 1 year certificate for EMT and prerequisite coursework? Yes No  
 If yes, how many certificates were awarded in the past 2 years?  x  
 Does your Program accept transfer students from other Oregon Programs? Yes No  
 Does your Program accept transfer student from Programs outside of Oregon? Yes No  
 If a student has started a course at a different school, are they allowed to transfer into your program to complete the training? Yes No  
**If yes, place a copy of the transfer policy or requirements in Folder C. Program Information.**  
 Does the program articulate with secondary programs? Yes No  
**If yes, place a copy of the articulation agreement(s) in Folder C. Program**

- C.3 **Location(s) where courses are offered** Yes NO  
 Does your program offer course at locations other than the main college campus? x

List the name and address of each location where courses are offered,

C.3.1

Name: SWOCC Coos Bay-  
 Address 1988 Newmark  
 City Coos Bay State: OR zip: 97420

Courses offered at this location:  
 place an X under all that apply

| EMR | EMT | EMT-I | AEMT | Paramedic |
|-----|-----|-------|------|-----------|
| x   | X   | x     | x    | X         |

C.3.2

Name: SWOCC- Curry Campus  
 Address  
 City Brookings State: OR zip:

Courses offered at this location:  
 place an X under all that apply

| EMR | EMT | EMT-I | AEMT | Paramedic |
|-----|-----|-------|------|-----------|
|     | x   | x     | x    |           |

C.3.3

Name:  
 Address  
 City State: OR zip:

Courses offered at this location:  
 place an X under all that apply

| EMR | EMT | EMT-I | AEMT | Paramedic |
|-----|-----|-------|------|-----------|
|     |     |       |      |           |

C.3.4

Name:  
 Address  
 City State: OR zip:

Courses offered at this location:  
 place an X under all that apply

| EMR | EMT | EMT-I | AEMT | Paramedic |
|-----|-----|-------|------|-----------|
|     |     |       |      |           |

C.3.5

**Name:**  
**Address**  
**City** **State:** OR **zip:**

**Courses offered at this location:**

place an X under all that apply

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|  |  |  |  |

C.4.0 **Advisory Committee**

EMS Programs / Courses must maintain an Advisory Committee that meets at least three times a year. The committee membership should be representative of the EMS communities of interest. EMS faculty and staff membership is considered ex officio, non voting members. Colleges offering the AAS Paramedicine Degree refer to the CoAEMSP Advisory Committee standards and interpretations for committee membership and requirements.

C.4.1 **Advisory Committee Membership**

| Name              | Community of Interest         |
|-------------------|-------------------------------|
| Jim Aldrich       | Fire                          |
| Rick Cooper       | Fire, PT Faculty              |
| Daryl Kemmerle    | Fire                          |
| John Magruder     | Part time Faculty             |
| Jeremy Pittz      | Ambulance, PT Faculty         |
| Julie Ryan        | Program Director              |
| Anthony Gatenbein | Ambulance, PT Faculty, Alumni |
| Wendy Haack       | Medical Director              |
| Tim Novotny       | Ambulance                     |
| Rob Aton          | Fire                          |
| Andrea Van Pelt   | Bay Area Hospital             |
| Ben Rollicheck    | Fire                          |
| Dan Tolman        | Ambulance                     |
| Justin Feren      | Ambulance                     |
| Willy Burris      | Ambulance                     |
| Brain Waddington  | Fire                          |
| Jason Guenther    | Fire                          |
| Jeff Adkins       | Fire                          |

Place a copy of the minutes from each of the EMS Advisory Committee meetings for the last three years in Folder C.

C.5.0 **Program Evaluation**

|  | Yes              | No            |
|--|------------------|---------------|
| Does the College evaluate the effectiveness of the instructional program?  | X                |               |
| Is every course evaluated?   | X                |               |
| If no, place an X next to the courses listed below that are evaluated?   |                  |               |
| EMR <input checked="" type="checkbox"/> EMT <input checked="" type="checkbox"/> EMT-I <input type="checkbox"/> AEMT <input type="checkbox"/> |                  |               |
| Place an X in the box designating the method of evaluation next to the persons who participate in the evaluation:                            |                  |               |
|  | <b>Interview</b> | <b>Survey</b> |
| students   |                  | X             |
| faculty  | X                |               |
| advisory committee   | X                |               |
| clinical supervisors   | X                |               |
| field preceptors   |                  | X             |
| employers  |                  | X             |
| graduates  |                  | X             |
|  | <b>YES</b>       | <b>NO</b>     |
| Does the Advisory Committee and Medical Director review the data at least annually?  | X                |               |

Place copies of the evaluation summative data for the last 3 years in Folder C.





D.2 **INSTRUCTIONAL PROGRAM: CLINICAL**

How many clinical affiliates does your program use?

| EMT | EMT-I | AEMT | Paramedic |
|-----|-------|------|-----------|
| 1   | 2     | 1    | 3         |

Place a copy of each affiliate agreement in the Folder D. Instructional Program

Complete the following for each of the program's clinical affiliates. If you have more than 5 affiliates, a blank copy of this format is in the attachments. Use the copy to complete the information for all of your affiliates.

D.2.1

| Clinical Affiliate:<br>site name:<br>address:                             | Bay Area Hospital<br>1775 Thompson Rd<br>Coos Bay OR 97420 | Clinical site contact<br>name/credential:<br>title:<br>email:<br>phone:  | Andrea Van Pelt, RN<br>Trauma Coordinator<br><br><a href="mailto:andrea.vanpelt@bayareahospital.org">andrea.vanpelt@bayareahospital.org</a><br>541-808-8268 |                             |       |      |           |   |   |   |   |
|---|--|--|---|-----------------------------|-------|------|-----------|---|---|---|---|
| EMS Courses using this site for clinical experience:                      | Place an X under all that apply                            | <table border="1"> <thead> <tr> <th>EMT</th> <th>EMT-I</th> <th>AEMT</th> <th>Paramedic</th> </tr> </thead> <tbody> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> </tbody> </table> |   | EMT                         | EMT-I | AEMT | Paramedic | X | X | X | X |
| EMT   | EMT-I  | AEMT   | Paramedic   |                             |       |      |           |   |   |   |   |
| X   | X  | X  | X   |                             |       |      |           |   |   |   |   |
| Departments at this site where student are placed for clinical experience | ED   | OR   | Pediatrics  | Other (list below)          |       |      |           |   |   |   |   |
| Place an X under all that apply   | X  | X  |   | ath lab, Resp, ICU, OB, Psy |       |      |           |   |   |   |   |

D.2.2

| Clinical Affiliate:<br>site name:<br>address:                             | Coquille Valley Hospital<br>940 East 5th St<br>Couquille OR 97422 | Clinical site contact:<br>name/credential:<br>title:<br>email:<br>phone:  | JR Edera<br>HR Manager<br><br>541-396-3101 |                    |       |      |           |  |   |   |   |
|---|---|---|--|--------------------|-------|------|-----------|--|---|---|---|
| EMS Courses using this site for clinical experience:                      | Place an X under all that apply                                   | <table border="1"> <thead> <tr> <th>EMT</th> <th>EMT-I</th> <th>AEMT</th> <th>Paramedic</th> </tr> </thead> <tbody> <tr> <td></td> <td>X</td> <td>X</td> <td>X</td> </tr> </tbody> </table> |  | EMT                | EMT-I | AEMT | Paramedic |  | X | X | X |
| EMT   | EMT-I   | AEMT  | Paramedic                                  |                    |       |      |           |  |   |   |   |
|   | X   | X   | X  |                    |       |      |           |  |   |   |   |
| Departments at this site where student are placed for clinical experience | ED  | OR  | Pediatrics                                 | Other (list below) |       |      |           |  |   |   |   |
| Place an X under all that apply   | X   |   |  |                    |       |      |           |  |   |   |   |

D.2.3

| Clinical Affiliate:<br>site name:<br>address:                             | North Bend Medical Center, Peds Dept.<br>1900 Woodland<br>Coos Bay OR 97420 | Clinical site cc<br>name/creden<br>title:<br>email:<br>phone:  | John Burles<br>CEO<br><br>541-267-5151 |                    |        |      |           |  |  |  |   |
|---|---|--|--|--------------------|--------|------|-----------|--|--|--|---|
| EMS Courses using this site for clinical experience:<br>EMT 298           | Place an X under all that apply   | <table border="1"> <thead> <tr> <th>EMT</th> <th>EMT- I</th> <th>AEMT</th> <th>Paramedic</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td>X</td> </tr> </tbody> </table> |  | EMT                | EMT- I | AEMT | Paramedic |  |  |  | X |
| EMT   | EMT- I  | AEMT   | Paramedic                              |                    |        |      |           |  |  |  |   |
|   |   |  | X                                      |                    |        |      |           |  |  |  |   |
| Departments at this site where student are placed for clinical experience | ED  | OR   | Pediatrics                             | Other (list below) |        |      |           |  |  |  |   |
| Place an X under all that apply   |   |  | X                                      |                    |        |      |           |  |  |  |   |

D.2.4

|   |  |            |                    |            |                    |  |  |  |  |
|---|--|------------|--------------------|------------|--------------------|--|--|--|--|
| Clinical Affiliate:<br>site name:<br>address:   | Clinical site contact:<br>name/credential:<br>title:<br>email:<br>phone:   |            |                    |            |                    |  |  |  |  |
| EMS Courses using this site for clinical experience: <b>Place an X under all that apply</b>                         | <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">EMT</td> <td style="padding: 5px;">EMT-I</td> <td style="padding: 5px;">AEMT</td> <td style="padding: 5px;">Paramedic</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> </table>            | EMT        | EMT-I              | AEMT       | Paramedic          |  |  |  |  |
| EMT   | EMT-I  | AEMT       | Paramedic          |            |                    |  |  |  |  |
|   |  |            |                    |            |                    |  |  |  |  |
| Departments at this site where student are placed for clinical experience<br><b>Place an X under all that apply</b> | <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">ED</td> <td style="padding: 5px;">OR</td> <td style="padding: 5px;">Pediatrics</td> <td style="padding: 5px;">Other (list below)</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> </table> | ED         | OR                 | Pediatrics | Other (list below) |  |  |  |  |
| ED  | OR   | Pediatrics | Other (list below) |            |                    |  |  |  |  |
|   |  |            |                    |            |                    |  |  |  |  |

D.2.5

|   |  |            |                    |            |                    |  |  |  |  |
|---|--|------------|--------------------|------------|--------------------|--|--|--|--|
| Clinical Affiliate:<br>site name:<br>address:   | Clinical site contact:<br>name/credential:<br>title:<br>email:<br>phone:   |            |                    |            |                    |  |  |  |  |
| EMS Courses using this site for clinical experience: <b>Place an X under all that apply</b>                         | <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">EMT</td> <td style="padding: 5px;">EMT-I</td> <td style="padding: 5px;">AEMT</td> <td style="padding: 5px;">Paramedic</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> </table>            | EMT        | EMT-I              | AEMT       | Paramedic          |  |  |  |  |
| EMT   | EMT-I  | AEMT       | Paramedic          |            |                    |  |  |  |  |
|   |  |            |                    |            |                    |  |  |  |  |
| Departments at this site where student are placed for clinical experience<br><b>Place an X under all that apply</b> | <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">ED</td> <td style="padding: 5px;">OR</td> <td style="padding: 5px;">Pediatrics</td> <td style="padding: 5px;">Other (list below)</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> </tr> </table> | ED         | OR                 | Pediatrics | Other (list below) |  |  |  |  |
| ED  | OR   | Pediatrics | Other (list below) |            |                    |  |  |  |  |
|   |  |            |                    |            |                    |  |  |  |  |

D.3 INSTRUCTIONAL PROGRAM: FIELD

|     |       |      |           |
|-----|-------|------|-----------|
| EMT | EMT-I | AEMT | PARAMEDIC |
| 1   | 2     | 1    | 5         |

How many field affiliates does your program use?

Place a copy of each affiliate agreement in Folder D. Instructional Program

Complete the following for each of the program's field affiliates. If you have more than 5 affiliates, a blank copy of this format is in the attachments. Use the copy to complete the information for all of your affiliates.

In Folder D, place a copy of the tracking system summary showing that the clinical and field goals can be met by the current clinical and field affiliates.

D3.1

|  |   |   |  |
|--|---|---|--|
| Field Affiliate:<br>address:   | Bay Cities Ambulance<br>3505 Ocean Blvd SE<br>Coos Bay OR 97420 | Field site cont<br>title:<br>email:<br>phone: | Tim Novotny<br>Ops Manager<br><a href="mailto:timn@baycitiesambulance.com">timn@baycitiesambulance.com</a><br>541-266-4300 |
| <b>For the questions below, place an X under yes or no as it applies.</b>                |   | <b>YES</b>                                    | <b>NO</b>  |
| Is this agency a transporting agency?  |   | X   |  |
| Are students allowed to perform the skills required for the level of EMT                 |   | X   |  |
| Are students assigned to units responding to 911 calls?                                  |   | X   |  |
| <b>EMS Courses using this site for field experience: place an X under all that apply</b> |   | <b>EMT</b>                                    | <b>EMT -I</b>  |
|  |   | X   |  |
| <b>Fill-in the number under each level using this site.</b>                              |   |   |  |
| Approximately how many calls do students run per shift?                                  |   | 5   | 5  |
| How many hours is each shift?  |   | 12  | 12   |
| How many shifts is a student assigned at this site?                                      |   | 1   | 1  |
|  |   | 5   | 30   |

D3.2

|  |   |   |   |
|--|---|---|---|
| Field Affiliate:<br>address:   | Myrtle Point Ambulance<br>424 5th St<br>Myrtle Point OR 97458 | Field site cont<br>title:<br>email:<br>phone: | Willy Burris<br>Asst Fire Chief/Paramedic<br><a href="mailto:myrtlepointambulance@gmail.com">myrtlepointambulance@gmail.com</a><br>541-572-2993 |
| <b>For the questions below, place an X under yes or no as it applies.</b>                        |   | <b>YES</b>                                    | <b>NO</b>   |
| Is this agency a transporting agency?  |   | X   |   |
| Are students allowed to perform the skills required for the level of EMT that they are studying? |   | X   |   |
| Are students assigned to units responding to 911 calls?  |   | X   |   |
| <b>EMS Courses using this site for field experience: place an X under all that apply</b>         |   | <b>EMT</b>                                    | <b>EMT -I</b>   |
|  |   |   | X   |
| <b>Fill-in the number under each level using this site.</b>                                      |   |   |   |
| Approximately how many calls do students run per shift?  |   |   | 3   |
| How many hours is each shift?  |   |   | 24  |
| How many shifts is a student assigned at this site?  |   |   | 5   |
|  |   |   | 20  |

D3.3

|  |  |   |  |
|--|--|---|--|
| Field Affiliate:<br>address:   | Lower Umqua Hospital EMS<br>600 Ranch Rd<br>Reedsport OR 97467 | Field site cont<br>title:<br>email:<br>phone: | Dan Tolman<br>Program Director<br><br>541-271-2171 |
| <b>For the questions below, place an X under yes or no as it applies.</b>                |  | <b>YES</b>                                    | <b>NO</b>  |
| Is this agency a transporting agency?  |  | X   |  |
| Are students allowed to perform the skills required for the level of EMT                 |  | X   |  |
| Are students assigned to units responding to 911 calls?                                  |  | X   |  |
| <b>EMS Courses using this site for field experience: place an X under all that apply</b> |  | <b>EMT</b>                                    | <b>EMT -I</b>                                      |
|  |  |   | X  |
| <b>Fill-in the number under each level using this site.</b>                              |  |   |  |
| Approximately how many calls do students run per shift?                                  |  |   | 3  |
| How many hours is each shift?  |  |   | 24   |
| How many shifts is a student assigned at this site?                                      |  |   | 20   |

D3.4

|  |  |   |   |             |                  |
|--|--|---|---|-------------|------------------|
| Field Affiliate:<br>address:   | Metro West Ambulance<br>5475 NE Dawson Creek DR<br>Hillsboro, OR 97124 | Field site cont<br>title:<br>email:<br>phone: | Shawn Wood<br>Manager<br><br>5036486658 |             |                  |
| <b>For the questions below, place an X under yes or no as it applies.</b>                |  | <b>YES</b>                                    | <b>NO</b>                               |             |                  |
| Is this agency a transporting agency?  |  | X   |   |             |                  |
| Are students allowed to perform the skills required for the level of EMT                 |  | X   |   |             |                  |
| Are students assigned to units responding to 911 calls?                                  |  | X   |   |             |                  |
| <b>EMS Courses using this site for field experience: place an X under all that apply</b> |  | <b>EMT</b>                                    | <b>EMT -I</b>                           | <b>AEMT</b> | <b>Paramedic</b> |
|  |  |   |   |             | X                |
| <b>Fill-in the number under each level using this site.</b>                              |  |   |   |             |                  |
| Approximately how many calls do students run per shift?                                  |  |   |   |             | 6                |
| How many hours is each shift?  |  |   |   |             | 12               |
| How many shifts is a student assigned at this site?                                      |  |   |   |             | 30               |

D3.5

|  |  |   |  |             |                  |
|--|--|---|--|-------------|------------------|
| Field Affiliate:<br>address:   | AMR-Josephine County<br>401 Nw F St<br>Grants Pass, OR 97526<br><br>(New Affilliate) | Field site cont<br>title:<br>email:<br>phone: | Dave Matthews<br>Ops Manager<br><br>541-474-6303 |             |                  |
| <b>For the questions below, place an X under yes or no as it applies.</b>                |  | <b>YES</b>                                    | <b>NO</b>  |             |                  |
| Is this agency a transporting agency?  |  | x   |  |             |                  |
| Are students allowed to perform the skills required for the level of EMT                 |  | x   |  |             |                  |
| Are students assigned to units responding to 911 calls?                                  |  | x   |  |             |                  |
| <b>EMS Courses using this site for field experience: place an X under all that apply</b> |  | <b>EMT</b>                                    | <b>EMT -I</b>                                    | <b>AEMT</b> | <b>Paramedic</b> |
|  |  |   |  |             |                  |
| <b>Fill-in the number under each level using this site.</b>                              |  |   |  |             |                  |
| Approximately how many calls do students run per shift?                                  |  |   |  |             |                  |
| How many hours is each shift?  |  |   |  |             |                  |
| How many shifts is a student assigned at this site?                                      |  |   |  |             |                  |

**E. PROGRAM STAFFING**

**E.1 Program Faculty**

Fill in the requested information for each of the program's staff members.

Place the following documents in Folder E:

A copy of each staff member's CV or Resume

A copy of the position description for each position

| Name & Credentials | Level Instructing<br>place an X under each level instructed by<br>each of the names listed |     |       |      |                | Years in<br>Position | Full time<br>(FT) or Part<br>time (PT) | List the percentage<br>of time worked in<br>each area of |        |
|--------------------|--|-----|-------|------|----------------|----------------------|--|--|--------|
|                    | EMR  | EMT | EMT-I | AEMT | Para-<br>medic |                      |  | Lecture  | Lab    |
| Julie Ryan         |  | x   |       |      | X              | 3                    | FT                                     | 75.00%   | 25.00% |
| John Magruder      |  | x   | x     | x    | X              | 1                    | FT                                     | 60.00%   | 40.00% |
| Anthony Gantenbein |  | x   | x     | x    | X              | 2                    | PT                                     | 10.00%   | 90.00% |
| Rick Cooper        | X  | x   |       |      |                |                      |  |  |        |
|                    |  |     |       |      |                |                      |  |  |        |
|                    |  |     |       |      |                |                      |  |  |        |
|                    |  |     |       |      |                |                      |  |  |        |
|                    |  |     |       |      |                |                      |  |  |        |
|                    |  |     |       |      |                |                      |  |  |        |
|                    |  |     |       |      |                |                      |  |  |        |
|                    |  |     |       |      |                |                      |  |  |        |
|                    |  |     |       |      |                |                      |  |  |        |

Yes No

Does your Program Director have release time for program administration?  Yes  No

If yes, what percentage of time?

Yes No

Does your program have a designated administrative support person?  Yes  No

How many FTE are dedicated to the EMS program?

**Medical Director, Associate Medical Director or Assistant Medical Director**

| Name            | OR License # | Type of Practice               |
|-----------------|--------------|--------------------------------|
| Wendy Haack, DO | DO29304      | Hospitalist, Internal Medicine |
|                 |              |                                |
|                 |              |                                |

Place the following Medical Director document in Folder E:

CV or Resume for each Medical Director

A copy of the contract for services with each.

A copy of the position description for each position

**E.2 Clinical and Field Preceptors Training**

Yes No

For each EMS course level, do the clinical supervisors and field preceptors receive an orientation covering the course requirements and goals before working with students?  Yes  No

Place a copies of the training outline(s) and rosters with names and dates of the training conducted in folder E.

## F. RESOURCES

### F.1 Financial

|   | Yes | No |
|---|-----|----|
| Is the budget adequate to cover the costs of running the course? including personnel costs, equipment and supplies. | X   |    |
| Have any of the courses gone without needed resources due to lack of funding?                                       |     | X  |

### F.2 Facilities

|  |            |  |
|--|------------|--|
| Is there adequate classroom space to comfortably seat all students?  | X          |  |
| Are the classroom well-lit with furnishings in good condition, clean and in adequate numbers for all students to be comfortable? | X          |  |
| Is there adequate lab space for students to learn and perform skills in an clean well-lit environment?                           | X          |  |
| What is the instructor to student ratio for labs?  | One to six |  |
| Does the campus have adequate computer labs available for student use?   | X          |  |
| Is Wi-Fi available for student and instructor use?   | X          |  |
| Is there adequate restroom facilities within a close distance that are safe, clean and in good working order?                    | X          |  |

### F.3 Teaching Aids

|  |   |  |
|--|---|--|
| Are the teaching materials (textbooks, instructor manuals, web based materials ) current and available for the faculty and students? | X |  |
| <b>Place a list of currently used textbooks and teaching resources in Folder F. Include web resources uses.</b>                      |   |  |
| Do the classrooms have adequate AV equipment in good working order?  | X |  |
| <b>Place a list of the AV/technical equipment provided in the classrooms in Folder F. Requested from IT</b>                          |   |  |

### F.4 EMS Equipment and Supplies

|   |   |  |
|---|---|--|
| Are there adequate quantities of EMS equipment in good working condition available for all courses? | X |  |
| Is there a plan for replacement and repair of equipment?  | X |  |
| <b>Place a copy of the repair and replacement plan in Folder F.</b>                                 |   |  |
| Are there adequate quantities of disposable supplies available for all courses?                     | X |  |
| Is there a policy for cleaning, disinfecting or the disposal of supplies and equipment?             | X |  |
| <b>Place a copy of the cleaning policy in Folder F.</b>   |   |  |
| Is equipment ever borrowed from agencies?   | X |  |
| Is in-service equipment or apparatus ever used for teaching?  | X |  |

**F.5 Clinical Field and Resources**

|  |   |  |
|--|---|--|
| Are the clinical resources adequate for each student to meet the required goals of patient ages, complaints, and procedures?         | X |  |
| Are the field resources adequate for each student to meet the required goals of patient ages, complaints, procedures and team leads? | X |  |

**For each course, place a copy of the completed goals tracking showing that students have met the required goals.**

**For any of the questions above where the answer is no, write a short explanation, include examples and a description of how the courses are taught without adequate resources. Reference each explanation to tab F and the associated item number, (ie. F.1,, F.2, etc). Place your explanation(s) in Folder F.**

## G. Support Services

### G.1 Admissions

|  | Yes   | No |
|--|---|----|
| Does the college publish an annual catalog ?   | X   |    |
| Is the college catalog available online?   |   |    |
| List the catalog web address:  | <a href="https://ecatalog.socc.edu/areas-interest/">https://ecatalog.socc.edu/areas-interest/</a> |    |
| Does the college have an admissions office with adequate staff available to help students navigate the application and admissions process?                     | X   |    |
| Is the admissions process clearly spelled out in the catalog?  | X   |    |
| List the Admissions Office web address:  | <a href="https://www.socc.edu/firststop">https://www.socc.edu/firststop</a>                       |    |
| Does the college have a Registrar's Office with adequate staff to assist with records, registration, grades and transcripts?                                   | X   |    |
| Are student grades and transcripts maintained permanently?   | X   |    |
| Are students required to take math and writing assessment test prior to entrance into there first EMS course?  | X   |    |
| Does the college have a Financial Aid office and adequate staffing to help students understand the financial aid opportunities, application and award process? | X   |    |
| Are Veterans Benefits available for EMS?   | X   |    |
| Are there grants, scholarship or loan that will apply to students in EMS courses?  | X   |    |
| List the Financial Aid Office web address:   | <a href="https://www.socc.edu/financialaid">https://www.socc.edu/financialaid</a>                 |    |

### G2. Library

|  |   |  |
|--|---|--|
| Does the college have an on-campus library with staffing available to assist students? | X   |  |
| Does the college have online library services?   | X   |  |
| Does the college have inter-library services?  | X   |  |
| List the Library's web address:  | <a href="https://www.socc.edu/library">https://www.socc.edu/library</a> |  |

COCC uses Summit as a member of Orbis Cascade Alliance

### G3. Advising

|   |   |  |
|---|---|--|
| Are academic advising services available to EMS student?                    | X |  |
| Are tutoring services available to EMS students?                            | X |  |
| Does the college have career counseling services available to EMS students? | X |  |



#### G4. Student Health and Safety

|  |   |  |
|--|---|--|
| Does the college have health and personal counseling services available to EMS students?   | x |  |
| Are immunizations and other health records confidentially maintained in a secure location and only accessible to designated staff?   | X |  |
| Does the college have a policy on student health and immunization for clinical practice that is in compliance with ORS 409-030-0130? | X |  |
| <b>Place a copy of the student health and immunization policy in Folder G.</b>   |   |  |
| Is there campus safety available to assist student with safety needs all hours of active class sessions?                             | X |  |

## H. Policies and Procedures

Provide verification of policies and procedures in clearly defined and published practices of the institution by providing the policy title, web address and page number. If your institution does not have electronic access to these documents, place a copy of the policy in Folder H.

| Institution wide Policies and Procedures   | Web Address   | Page # |
|--|---|--------|
| Institution's Accreditation Status         | <a href="https://www.socc.edu/accreditation">https://www.socc.edu/accreditation</a>   |        |
| Admissions                                 | <a href="https://www.socc.edu/admissions">https://www.socc.edu/admissions</a>   |        |
| FERPA, Confidentiality / Non Disclosure    | <a href="https://www.socc.edu/ferpa">https://www.socc.edu/ferpa</a>   |        |
| Non-Discrimination                         | <a href="https://www.socc.edu/images/board/7165-nondiscrimination-nonharassment.pdf">https://www.socc.edu/images/board/7165-nondiscrimination-nonharassment.pdf</a>   |        |
| Students With Disabilities                 | <a href="https://www.socc.edu/disability">https://www.socc.edu/disability</a>   |        |
| Academic Progress                          | <a href="https://www.socc.edu/financialaid/policies">https://www.socc.edu/financialaid/policies</a>   |        |
| Transfer Credits                           | <a href="https://www.socc.edu/transfer-of-credit-policies-articulation-agreements">https://www.socc.edu/transfer-of-credit-policies-articulation-agreements</a>   |        |
| Credit for Experiential Learning           | <a href="https://ecatalog.socc.edu/student-information/grades-academic-standing/#alternativecreditstext">https://ecatalog.socc.edu/student-information/grades-academic-standing/#alternativecreditstext</a> |        |
| Drugs and Alcohol                          | <a href="https://www.socc.edu/images/studentlife/Student_Handbook_2017-18.pdf">https://www.socc.edu/images/studentlife/Student_Handbook_2017-18.pdf</a>   | 25     |
| Tuition and Fees                           | <a href="https://www.socc.edu/admissions/tuition">https://www.socc.edu/admissions/tuition</a>   |        |
| Grading and Course Credits                 | <a href="https://ecatalog.socc.edu/student-information/grades-academic-standing/#gradeinformationtext">https://ecatalog.socc.edu/student-information/grades-academic-standing/#gradeinformationtext</a>     |        |
| Student Grievance                          | <a href="https://www.socc.edu/images/studentlife/Student_Handbook_2017-18.pdf">https://www.socc.edu/images/studentlife/Student_Handbook_2017-18.pdf</a>   | 27     |
| Withdrawal and Refunds                     | <a href="https://www.socc.edu/firststop/payments-refunds">https://www.socc.edu/firststop/payments-refunds</a>   |        |
| Student Liability Insurance                | Doc in folder   |        |
| Faculty Grievance                          | <a href="https://www.socc.edu/images/accreditation/pgs/bmdoc/ex-college-grievance-procedure.pdf">https://www.socc.edu/images/accreditation/pgs/bmdoc/ex-college-grievance-procedure.pdf</a>                 |        |
| Campus Safety                              | <a href="https://www.socc.edu/campus-security">https://www.socc.edu/campus-security</a>   |        |
| <b>EMS Program Policies and Procedures</b> |   |        |
| EMS Technical Standards                    | See Student Handbook in Folder D  |        |
| Safety in EMS Educational Activities       | See Student Handbook in Folder D  |        |
| Students Performing Invasive Procedures    | See Student Handbook in Folder D  |        |
| Health & Immunizations                     | <a href="https://www.socc.edu/images/studentlife/Immunization-policies.pdf">https://www.socc.edu/images/studentlife/Immunization-policies.pdf</a>   |        |
| Background Check                           | See Student Handbook in Folder D  |        |
| EMS Program Accreditation Status           | <a href="https://www.socc.edu/accreditation/program-accreditation#">https://www.socc.edu/accreditation/program-accreditation#</a>   |        |
| Program Requirements for Graduation        | See Student Handbook in Folder D  |        |

Links based on current SWOCC Website. Redesign is underway with a scheduled launch in June 2019.