

'INTENSIVE' EMT PRE-COURSE CHECKLIST

This document is meant to guide you through the required steps that you need to complete before the start of your course. Please compile the following items and submit them together via email for review to Kassie@NCOAE.org (items can also be faxed at 1-399-888-5957).

General Required Items

- Course textbook: Emergency Care and Transportation of the Sick and Injured, 11th Edition
- Laptop computer to complete quizzes, exams, and assignments
- Set travel/ housing for practical dates. NCOAE offers a limited amount of 'rustic cabin' and tent pad rentals.

Due 30 days prior to the start of your course

- Course tuition paid in full
- Request P-Number using [these instructions](#) and submit it using [this form](#)
- Complete Student [Clinical Onboarding Form](#)
- Initiate background check ([using this link](#))
- Print and/or save the [Student Temperature Log](#).

Due the Monday before your course begins

- NCOAE Releases ([Image](#), [Participant](#), and [Health Form](#))
- Headshot of yourself with a plain background for your hospital badge
- Proof of age: license, passport, or official picture ID with birth date
- Proof of education: HS Diploma or equivalent
- Health & Vaccination records:
 - Flu immunization (only required during October-March months)
 - History of Chicken Pox or 2 Varicella immunizations (doses given 4 weeks apart)
 - 2 MMR or positive antibody titer
 - TD and or TDap (**within past 10 years**)
 - Hep B vaccinations or signed declination statement
 - TB skin test (PPD **within the past year**) or chest x-ray
- 12 Panel (or greater) Urine Drug Screen (no more than 3 months prior to course)

Due the Friday before your course begins – certificates must be submitted by email

- FEMA Trainings
 - [IS-100.C: Introduction to Incident Command System](#)
 - [IS-200.C: ICS for Basic Incident Command System for Initial Response](#)
 - [IS-700.B: National Incident Management System \(NIMS\) An Introduction](#)
 - [IS-800.C National Response Framework, An Introduction](#)
- Introduction to Hazardous Material (HazMat) Training
 - [IS-5.A An Introduction to Hazardous Materials.](#)
- Blood Borne Pathogens Training
 - Watch [this video](#) and take this [online test](#). You must receive 100% to pass- you're welcome to take it as many times as necessary.

If you have questions or concerns please let us know!

We can be reached at 910-399-8090 from 8am-5pm EST, Monday-Friday or by email at Kassie@NCOAE.org.