



Preceptor Information

School of EMS provides comprehensive preceptor training for our clinical site affiliates. An EMS preceptor is a seasoned healthcare professional who guides and mentors EMS students during their clinical and field internships. They provide real-world training and supervision, helping students apply their classroom knowledge to actual patient care situations. The preceptor evaluates students' performance, provides constructive feedback, and helps shape their professional growth. Our training program allows preceptors to easily follow along with the program and evaluate students' performance in the field while also providing constructive feedback. Our preceptors play a crucial role in ensuring that future generations of EMS providers are equipped to provide high-quality, compassionate care in emergency situations.

Institutional Catalogue

A copy of our institutional catalog can be found at <https://www.schoolofems.org/catalog>

Course Schedule, Scope of Practice, Minimum Competency Matrix, and Minimum Hours

Attached are examples of the EMT/AEMT/Paramedic Course Schedules, Student Scope of Practice, and the Minimum Competency Matrix and Minimum Hours. Classes start monthly, so please ask the student to provide information on their current progress. Students will need to meet a minimum number of patient contacts, pathologies/complaints, and skills.

Clinical Objectives and Minimum Hours Required

These can be found in the Institutional Catalog at <https://www.schoolofems.org/catalog>

Student Uniform

Students should arrive for a shift wearing their School of EMS Polo, black or navy EMS pants or slacks, black closed-toe shoes or boots, and a SOE Photo ID Badge.

Shift Documentation – Preceptor Evaluation and Patient Care Reports

Preceptors will evaluate the student's shift using the Preceptor Evaluation Form. Submission of this form also gives the student credit for attending the shift. Students will log in to their account using a personal device, start the submission, and then hand their device to the preceptor to complete their shift review. Preceptor Evaluations must be completed by the end of the shift. Students will also complete Patient Care Reports for each patient contact. These PCR's are due within 48 hours of the end of the shift. <https://www.schoolofems.org/clinicals>

Preceptor Expectations of the Student

Preceptors should expect the student to arrive on time, maintain patient confidentiality, follow instructions, and actively participate in patient care. Capstone Training Video: <https://www.schoolofems.org/preceptors/>

Student Expectations of the Preceptor

Students will require guidance, feedback, and evaluations.

Questions or Concerns

If you have questions or concerns, please contact one of the following:

Robert Stanley, Director of Education & Training

Amber Jameson, Clinical Services Manager

O: 727-275-7145 / RStanley@schoolofems.org

O: 903-405-4759 / AJameson@schoolofems.org

If you would like to discuss the student's progress, please add your contact information when completing the student evaluation. If you have an after-hours emergency, please call 888-390-5081 Option 6.

EMT, AEMT, and Paramedic Course Schedule

EMT	
Week	Topic
0	Online Orientation
1	Foundations
2	Human Body
3	On Scene
4	Resuscitation
5	Medical 1
6	Medical 2
7	Trauma 1
8	Trauma 2
9	Trauma 3
10	OB / Pediatrics
11	Special Needs Patients
12	EMS Operations
13	NIMS / ICS
14	Foundations
15	Human Body
16	Final Exam

AEMT	
Week	Topic
0	Online Orientation
1	Foundations
2	Human Body
3	On Scene
4	Resuscitation
5	Assessment
6	Medical 1
7	Medical 2
8	Trauma 1
9	Trauma 2
10	Trauma 3
11	Exam 2
12	Special 1
13	Special 2
14	Ops
15	NIMS/Review
16	Exam 3 / Review
17	Pathophysiology
18	Med Admin
19	Review
20	Final AEMT Exam

Paramedic	
Week	Topic
0	Online Orientation
1	The EMS System
2	Reporting
3	Anatomy & Physiology
4	Pathophysiology
5	Patient Assessment
7	Pharmacology
8	Airway
11	Respiratory
12 – 18	Cardiology
19	Neurology / EENT
21	GI / GU / GYN / Endocrine
22	Hematology / Immunology / Infection
23	Toxicology / Psychiatry
24	Trauma 1
25	Trauma 2
26	Trauma 3
27	Working a Field Code
30	Obstetrics
31	Neonatology
32	Pediatrics
34	Geriatrics / Specials
35	Operations 1
36	Operations 2
37	Begin Capstone

Scope of Practice

Skills performed are at the discretion of the preceptor.

EMT	AEMT	Paramedic
ASSESSMENT PSYCHOMOTOR SKILL SET		
<ul style="list-style-type: none"> Obtain primary and secondary surveys Obtain present and past medical histories Perform a detailed physical exam 		<ul style="list-style-type: none"> Team-lead the call as allowed by preceptor Evaluate blood gases and laboratory results
AIRWAY AND BREATHING PSYCHOMOTOR SKILL SET		
<ul style="list-style-type: none"> Basic Airway Adjuncts Manual Ventilation Suction Supraglottic airway insertion CPAP Stoma/tracheostomy suction Basic FBAO removal 	<ul style="list-style-type: none"> Direct Orotracheal – Adult Perform PPV with BVM – Adult Direct Orotracheal Intubation – Pedi Perform PPV with BVM – Pedi Nasotracheal Intubation Insert Supraglottic Airway Perform ET Suctioning/DOPE Interpret End Tidal CO2 Pedi Choking Difficult Intubations 	<ul style="list-style-type: none"> Endotracheal intubation/endotracheal suctioning Cricothyrotomy Needle decompression of the chest ETCO2/Capnography monitoring FBAO removal by direct laryngoscopy Ventilator management NG/OG tube insertion/removal Stoma/tracheostomy management
CARDIAC PSYCHOMOTOR SKILL SET		
<ul style="list-style-type: none"> Use of AED CPR Acquisition of 12-lead ECGs 	Adult Resp Arrest, DOPE	<ul style="list-style-type: none"> Defibrillation/Synchronized cardioversion Transcutaneous pacing Interpretation of ECGs Interpretation of 12-lead ECGs
TRAUMA PSYCHOMOTOR SKILL SET		
<ul style="list-style-type: none"> Bleeding Control Bandaging and Splinting Spinal Motion Restriction 	<ul style="list-style-type: none"> Pedi Major Trauma, MVC Geriatric Trauma Head Injury 	<ul style="list-style-type: none"> Needle decompression of the chest
MEDICAL/OTHER PSYCHOMOTOR SKILL SET		
<ul style="list-style-type: none"> Uterine massage for control of post-partum hemorrhage Assist in delivery of a newborn Assist in basic resuscitation of the newborn 	<ul style="list-style-type: none"> Geriatric Nausea/Vomiting Pediatric Seizure Geriatric Ischemic CVA Adult Anaphylaxis Adult Dissecting Adult AMS/DKA Geriatric Resp Fail, SNF Adult Mixed OD Adult Pulmonary Edema 	<ul style="list-style-type: none"> NG/OG tube insertion Assist in advanced resuscitation of the newborn
PHARMACOLOGIC PSYCHOMOTOR SKILL SET		
<ul style="list-style-type: none"> Oxygen Administration Use of Epinephrine Auto Injector Use of Metered Dose Inhaler Medication nebulization Nitroglycerin SL Narcan IN Activated Charcoal PO Oral Glucose 	<ul style="list-style-type: none"> Establish IV Access Administer IV Bolus Medication Establish IO Access Administer IM Injection Administer SQ Injection Administer IN Medication Administer Nebulized Medication Medication Cross-Check Prepare Accurate Dose-Bolus 	<ul style="list-style-type: none"> Peripheral IV insertion Management of IV infusions/pumps Drawing of medications IO insertion Venous blood draws Administration of medications (all routes) Rapid sequence intubation
OPERATIONAL PSYCHOMOTOR SKILL SET		
<ul style="list-style-type: none"> Assist in transporting patients to another department in the hospital Use of mechanical restraints 		

Student Minimum Competency Matrix and Hours

Paramedic				
Pre-Capstone & Capstone Hours & Patient Contacts		Patient Ages, Complaints, & Skills		
408 Total Minimum Hours		Requirement Pre-Capstone Total by End of Program		
Pre-Capstone 312 Pre-Capstone Clinical Hours*		Adults	30	60
12 Hours Hospital		Geriatric	9	18
192 Hours Ambulance/Field		Pediatrics*	15	30
108 Hours Hospital or Ambulance		<i>*Contacts must include a minimum of 2 in each category below:</i>		
30 Pre-Capstone Patient Contacts* (EMS Unit!)		Patient Ages		
<i>*Pre-Capstone Hours and 30 EMS Patient Contacts Due by SAP 7 (Before Starting Capstone)</i>		Neonate		2
		Infant		2
		Toddler		2
		Preschool		2
		School-Aged		2
		Adolescent		2
Capstone 96 Capstone Hours**		Patient Complaints		
20 Capstone Team Leads**		Trauma	18	27
<i>**Capstone hours and team leads must be completed on an ALS EMS unit as the 3rd rider and are due by the End of the Program.</i>		Cardiac (ACS)	12	18
<i>Two of the 20 Team Leads may be non-transport (DOA/Refusal)</i>		Cardiac (Dysrhythmia)	10	18
<i>Please review schoolofems.org/catalog for more details on the Team Lead requirements. Also refer to the EMS9000 Clinical Services Canvas Course.</i>		Psychiatric / Behavioral	12	18
		Respiratory	8	12
		Neurologic (Non-Traumatic)	8	12
		Other Medical	12	18
		Skills		
		IV Successes		25
		IV Bolus Successes		10
		IM Successes		2

AEMT	
Minimum Clinical Skill Requirements	Minimum Clinical Skill Requirements
5 Week AEMT (SOE Alumni Only)	20 Week AEMT
Due By End of Program	Due By End of Program
48 Hours Total (Minimum)	108 Hours Total (Minimum)
Hospital Hours: 12	Hospital Hours: 24
Field Experience Hours: 24	Field Experience Hours: 60
Hospital or Field Hours: 12	Hospital or Field Hours: 24
10 Patient Contacts (Minimum)	20 Patient Contacts (Minimum)
Trauma Patients: 5	911 Contact Patients: 5
Medical Patients: 5	Medical Patients: 5
Skill Requirements (Minimum)	Trauma Patients: 5
Successful IV Sticks: 5	Medical/Trauma Patients: 5
	Skill Requirements (Minimum)
	Successful IV Sticks: 5

EMT	
Minimum Clinical Skill Requirements	
Due By End of Program	
60 Hours Total (Minimum)	
Hospital Hours: 12	
Field Experience Hours: 36	
Hospital or Field Hours: 12	
10 Patient Contacts (Minimum)	
911 Transports*: 5	
Additional Contacts: 5	
<i>*You must have at least five 911 responses where the student accompanies the patient to the hospital in order to graduate!</i>	