



Loudoun County Fire and Rescue

Oliver Robert Dubé Fire & Rescue Training Academy
16600 Courage Court, Leesburg, VA 20175
Phone 703-737-8400 Fax 703-777-0235



TRAINING ADVISORY

POSTED: 03/11/2024

COURSE:	SUMMER 2024 EMERGENCY MEDICAL TECHNICIAN
DATES:	June 13, 2024 – August 20, 2024 National Registry Written Test: TBD
TIMES:	Mondays, Tuesdays, and Thursdays - 0900 – 1700 hours ** Some class sessions <u>may</u> be completed online using MS Teams **
LOCATION:	The Oliver Robert Dubé Fire and Rescue Training Academy 16600 Courage Court Leesburg, VA 20175
COURSE DESCRIPTION:	*See Addendum attached for more details to frequently asked questions! * This program is designed to prepare an individual to function independently at the Basic Life Support (BLS) level. This course satisfies all the requirements for both National Registry and Virginia State EMT certification. This course will require a great deal of work outside of the classroom!
PREREQUISITES:	The prerequisites listed below are NOT included in the EMT Course and MUST be completed <u>PRIOR</u> to the closing date for applications (Monday, May 6, 2024): <ul style="list-style-type: none">• LC-CFRS Operations member w/ current NFPA 1582 physical (completed through Inova Occupational Health for LC-CFRS)• Hazardous Materials Awareness or higher (The TEEX online class at bitly.com/2usis9H is approved for the EMT course)• Health Care Provider CPR (card must remain current through NREMT testing- the EMT course will NOT provide CPR renewal.)• LC-CFRS Bloodborne Pathogens & HIPAA• LC-CFRS Volunteer Orientation• At the start of class, minimum age of 16 yr. (under 18, will need parental permission slip signed – form provided 1st night of class)
CLASS SIZE:	Minimum of 6 students, Maximum of 35
REGISTRATION:	Training Requests are due by the close of business <u>on Monday, May 6, 2024</u> via email to lcfrtrng@loudoun.gov . Proof of Hazardous Materials completion must be attached to all applications. No TR's will be accepted after the posted application closing date. TR's not completely filled out and submitted without the required completion of prerequisites will be returned for re-submittal.
LCFR CONTACT INFORMATION:	Training Officer Tracey Senate at tracey.senate@loudoun.gov

ADDENDUM FOR SUMMER 2024 EMT CLASS

1. *** **Please note schedule format (3 Weekdays Daytime sessions – Monday, Tuesday and Thursday) along with start time (0900 hours) and end time.** ***

2. As of the publication of this Training Advisory, the Virginia Department of Fire Programs (VDFP) continues to evaluate and refine the Hazardous Materials Awareness program, and its various components, including on-line training and in-person testing. The Texas A&M Course (TEEX link bitly.com/2usis9H) fulfills the entrance requirement for the EMT Course. The VDFP class for Hazardous Materials Awareness may need to be completed later for compliance with Loudoun County System-Wide Policies (SWPs). If you have a certificate for Operations, or Technician level training, you have met this requirement already, and there is no need to complete the Awareness level training online.

3. Students who have completed a VA OEMS class in the past or held a VA OEMS certification in the past, AS WELL AS volunteers new to the system as of July 1, 2022, will need to have access to the VA OEMS portal prior to the first class session (Virginia EMS Portal) – **PASSWORDS NEED TO BE UPDATED EVERY 90 DAYS.** If the student has difficulty accessing the EMS Portal, please call the OEMS/VDH Help Desk at 804-888-9102. The OEMS/VDH Help Desk is available Monday - Friday during normal business hours, except for state/federal holidays. There is also an email Help Desk tab on the portal log-in page - https://vdhems.vdh.virginia.gov/emsapps/f?p=400:LOGIN_DESKTOP:.....

4. Patient contacts for EMT course may be obtained while riding either an ambulance or fire apparatus while the student is enrolled in the course. Depending upon call volume and the number of students in the course, station leadership may need to assist the students with scheduling additional shifts.

5. Clinical Rotations through the INOVA Emergency Department locations in the Loudoun County area provide opportunities for EMT Students to get familiar with what happens when patient care is transferred at the hospital and care continues beyond the prehospital environment. **These rotations require that the students be current on certain immunizations and vaccinations.** Students will need to provide documentation of their immunization and vaccination status prior to scheduling a rotation in the ED setting.

6. **This course is very time intensive! Computer assignments, coursework, skills practice, clinical and field experiences will take place outside of normal class hours. You should expect to spend at least 1 hour outside of class time, for every hour inside the classroom – in addition to the 24 hours of classroom time each week, you should expect to spend, at a minimum, 24 hours that week reading, studying, taking quizzes, preparing for class presentations, as well as ride time, and clinical rotation time. **

PROCEDURE TO COMPLETE THE LCFR ELECTRONIC TRAINING REQUEST FORM

1. Open the electronic [Training Request Form](#) located on the Loudoun County Fire and Rescue website the Training section. The site may be accessed from any computer with Internet access.
2. Complete all fields (gray boxes) of the Training Request Form under “Course Information” and “Applicant Data.” Hitting the “Tab” button upon completion of a field will move you to the next field.
3. Save the document to your computer in a place you will be able to locate it (i.e., “Desktop”) using the following format: {COURSE REQUESTED}{space}{YOUR FIRST INITIAL}{YOUR LAST NAME}. For example, if you are applying for Fire Fighter 1 and 2, and your name is John Doe, save as “FF1&2 JDoe and if you are applying for EMT-B and your name is Sally Smith, save as “EMT SSmith”.
4. Send an email with the completed Training Request form to your Career Battalion Chief, Volunteer Fire/Rescue Chief, or Station Training Officer, depending on your affiliation. **The Career Battalion Chief, Volunteer Fire/Rescue Chief, or Station Training Officer will send the completed and approved Training Request Form to LCFRTRNG@loudoun.gov.**
5. Copies of pre-requisites (i.e., certifications, proof of age, high school diploma, etc.) listed on the Training Announcement (TA) may be either mailed to the Course Coordinator listed on the TA via the county courier or scanned and attached electronically to the email submission of your Training Request Form.
6. Within three full working days of the registration closing date for each training course, the Course Coordinator or designee shall send an email to those who submitted a Training Request Form indicating whether the student is enrolled in the course, placed in a pending status, or denied entrance into the program. If enrolled, the time, date, and location of the first class, will be included. If enrollment was not granted, the email shall provide an explanation for the denial.
7. ALS programs require approval by the Operational Medical Director; therefore, students applying for ALS classes will receive email notification within the required time period indicating that their “paperwork” will be submitted to the OMD, and will be notified whether they have been endorsed within three business days after approval by the Operational Medical Director.

Chief Officers:

1. Upon review of your member’s/employee’s Training Request Form email, please forward your student’s completed Training Request Form with your endorsement or non-endorsement, to LCFRTRNG@loudoun.gov
2. You must include in the subject line the name of the applicant and the course they are applying for (i.e., FF1&2 JDoe or EMT-B SSmith). Use this format for all correspondence concerning this student.
3. A separate e-mail for each course and applicant must be submitted to LCFRTRNG@loudoun.gov .

Training Requests will only be accepted after the Training Advisory for the class has been posted!

Any e-mail with multiple requests will be returned for individual submission.