

# Know-How, Inc.

## *Health and Safety Consultants*

6661 Dixie Highway Ste 4 #346 Louisville KY 40258  
(502) 640-8263 / [info@know-how-inc.com](mailto:info@know-how-inc.com)

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**KNOW-HOW Inc.**, in accordance with *Kentucky Board of EMS*, will conduct an EMT-B refresher course. The course is 24 hours in length and meets requirements for Refresher courses defined by KBEMS.

Enclosed are class application general class guidelines and payment information. The course contains classroom lecture and skill activities. These classes will be occupied by the first paid applicants meeting KBEMS guidelines (902 KAR 13:02E).

- \* Be 18 years of age or older by completion of program.
- \* Not convicted of a felony, misdemeanor, or other crime directly related to ability to perform the duties of an EMT
- \* Not be a person compulsively and habitually uses drugs, controlled substances, or alcohol to the extent that it may affect his/her ability to perform the duties of an Emergency Medical Technician.
- \* Hold at least a High School diploma or GED
- \* Understand and be able to read, speak, and write the English language on at least a High School Level.

### Class Fees:

- \$100.00 for the entire Refresher course, payable when class begins.

**KNOW-HOW Inc.** does not discriminate based on race, color, national origin, religion, marital status, sex, or handicap in any training program offered. **KNOW-HOW Inc.** is given credence to be in good standings and cognate with each of the following agencies and organizations:

\* KENTUCKY BOARD OF EMS

\* KENTUCKY SAFETY & HEALTH NETWORK

**KNOW-HOW Inc.** is responsible for providing the EMT Instructor, classroom location, supplies and necessary equipment. Questions related to eligibility, certification and recertification are the responsibility of the Kentucky Board of EMS.

### **Know-How, Inc. EMT-FR programs include these essential elements:**

- \* Physician Medical Control
- \* Lead Instructors are experienced in coordinating written, and skill testing involving the National Registry Of EMT-B
- \* Instructors are experienced in scenario based education (**Current Kentucky EMT-B Training Format**)
- \* Instructors, and Assistant Instructors are themselves National Registered EMT-Basic or EMT-Paramedic

### **To secure enrollment in an upcoming EMT-Basic Refresher program the applicants should:**

- \* Fully complete and return all enclosed documents along with required registration payment of \$99.00 **Or**
- \* Contact Know-How, Inc. for location, date, and time for open enrollment.

**Return all enrollment documents to, KNOW-HOW Inc.** 6661 Dixie Highway Ste 4 #346, Louisville KY 40258  
Please feel free to contact Know How at (502) 640-8263 for additional class information.



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## EMERGENCY MEDICAL TECHNICIAN TRAINING PROGRAMS GENERAL CLASS INFORMATION

1. **Attendance:** Only one excused absence is permitted. (This **cannot** be an EMT examination.)
2. **Attendance sheet:** Student must be in classroom and sign in on class roster by the start of each class.
3. **Attire:** Wash and wear clothing (dress appropriately for clinical EMT skill activities).
4. **Tobacco usage:** Only be permitted as per the building rules.
5. **Food and Drink:** Only be permitted as per the building rules.
6. Audible pagers (beepers or cell phones) will not be allowed in the classroom or other skill practices.
7. **No student** that is **on call** will be allowed to participate in class lectures/skills.
8. **Equipment abuse** will result in **immediate dismissal** from class.
9. All equipment must be properly stored before class is dismissed.
10. Classroom must be cleaned and desk/chairs placed in alignment before class is dismissed.
11. Program Instructors will not be personally liable for injuries resulting from inappropriate classroom or clinical activities.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_