

Know-How, Inc.

Health and Safety Consultants

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

KNOW-HOW Inc., in cooperation with the *Kentucky Board of EMS*, will conduct an Emergency Medical Technician-First Responder (EMT-FR) Course. The course is 56 hours in length and takes approximately 2 months to complete.

Enclosed are class application general class guidelines, payment options, and CPR data sheet. 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.

Additional Fees of the EMT training program (**fees associated with final state testing and processing**):

- \$20.00 will be paid to the National Registry of EMT's for final written testing packet.
- \$50.00 will be paid to the Kentucky State Treasurer for final written examination testing
- \$25.00 will be paid to the Kentucky State Treasurer for Certification Processing
- \$10.00 will be paid to the Kentucky State Treasurer (KBEMS) for Establishing Student File
- \$10.00 will be paid to the Kentucky State Treasurer (KBEMS) for Establishing Student background Check
- \$100.00 will be paid to Know-How, Inc. for students wishing to take the scheduled NREMT-B / Kentucky skill examination.

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

Kentucky utilizes the National Registry EMT-FR examination for Written & Skill Certification Testing

- * 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-FR training 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. Successfully passing the written portion of the program:
A written class average of **(75% true score)** in order to be recommended for **Final Written Testing.**
Final written testing is the NREMT-B test.
12. Successfully passing the skill performance portion of the program:
In order to be recommended for Final Skill Evaluation the student must:
In order to successfully pass the skill portion of the Kentucky Final Skill Evaluation the student must:
*** Successfully Complete 100% of all NREMT-B Final Skill Sheets at the Final Skill Testing.**
13. EMS Observation & Clinical Rotation per KBEMS requirements will be arranged by Lead Instructor.
14. Program Instructors will not be personally liable for injuries resulting from inappropriate classroom or clinical activities.

Student Signature _____ **Date** _____

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Emergency Medical Technician-First Responder

Payment Options

KNOW-HOW Inc. is dedicated to meeting the training needs of every organization and individual. Outlined below are three payment options offered to each prospective student.

Program Fee \$302

OPTION 1.	Payment of \$302.00 includes tuition, textbook deposit, registration, and CPR Provider Program. Payment to be submitted upon return of application.
OPTION 2.	Payment of \$99 with application, fees applied to tuition, textbook deposit, registration, and CPR Provider Program. Payment of \$203.00 to be submitted on or before the first class meeting.
OPTION 3.	Payment of \$99.00 with application, fees applied to tuition, textbook, registration, and American Heart Association Health Care Provider 9.0 Hour Program. Balance Due \$203.00 Payment Due On First Class: >Payment #1 \$102 payable on date of first class >Payment #2 \$101 payable on first date of class, which will be held in escrow for 30 days after the start of the program date. This payment will not draft from your bank until 30 day into the program.
	I agree to pay the tuition fee noted in section #3 should the identified enrolling student fail to meet their financial obligation.
	Signature _____ Date _____
	Phone # () _____
	Address _____
	City _____ State _____
	Zip code _____

I agree to pay KNOW-HOW Inc. by the following payment option # _____ listed above. I fully understand that regardless of which payment option I select, I will be obligated to pay in full, to KNOW-HOW Inc. the non-refundable tuition of \$472.00, regardless of attendance. I also understand, I will be obligated to pay \$99.00 registration and \$50 textbook fee. A \$35.00 fee will be charged on all returned checks

Student Signature _____ Date ____/____/____

Witnessed Signature _____ Date ____/____/____

Witnessed Signature _____ Date ____/____/____