

## COURSE DESCRIPTION

Topics covered provide the student with the knowledge and foundation to answer calls for emergency medical service and properly prioritize the response. The course also provides the student with the knowledge needed to convey proper pre-arrival instructions to the caller when needed.

### Topics include:

- ▶ EMD Roles and Responsibilities
- ▶ Legal and Liability Issues in EMD
- ▶ National and State Standards for EMD
- ▶ Resource Allocation
- ▶ Layout and Structure of the APCO Institute
- ▶ EMD Guidecards
- ▶ Obtaining Information from Callers
- ▶ Anatomy and Physiology
- ▶ Chief Complaint Types
- ▶ Quality Assurance & Recertification
- ▶ Stress Management

## CO-HOST INFORMATION

**Host:** Massachusetts Institute of Technology Police  
**Contact:** Leslie Carroll  
[leslie97@mit.edu](mailto:leslie97@mit.edu)  
Ph. (781) 500-1251

## CLASS INFORMATION

**Class #:** 49443  
**Date:** March 19 – 22, 2018  
**Time:** 8:00am – 5:00pm  
**Tuition:** **\$389.00**  
*\* MASS State Rate Applies*

**Location:** M.I.T. Building W92 1<sup>st</sup> FL. Conference Rm.  
304 Vassar St.  
Cambridge, MA 02139

## PREREQUISITES

Current certification in CPR from the American Heart Association, American Red Cross or equivalent AND Completion of a formal basic Telecommunicator training program.

## LODGING \*

### Hyatt Regency Cambridge

575 Memorial Dr.  
Cambridge, MA 02139  
Ph. (617) 492-1234  
*0 miles from class site*

*\*Lodging suggested by host agency*

**Airport:** Boston Logan

## REGISTRATION

Visit our website at:

[http://www.apcointl.org/institute/schedule\\_registration.html](http://www.apcointl.org/institute/schedule_registration.html)

### **Registration Policy and Fees:**

- Your method of payment MUST accompany your registration.
- Payments received in less than 10 days of the start date of the class will be subject to a late fee of \$25.
- Any registration received within ten (10) days of the class start date of the course is subject to a \$25.00 late registration fee.
- Registrations cancelled more than 21 days prior to the start of the scheduled course will receive a refund minus a \$25.00 administrative fee. Cancellations less than 21 days before the class will receive a 50% tuition refund.
- Only one (1) transfer or substitution is allowed. Transfer fee: \$50.00 A late fee of \$25 will apply if applicable
- Complete registration Policy is available upon request.