
Emergency Medical Services (EMS) Education Program

In order to approve and initiate a new EMT Dual Credit program for a Collin County ISD, the following steps must be completed:

1. Initial meeting between ISD and Collin College Administration to discuss space availability on ISD campus and/or Collin Campus.
2. ISD School Board approves course addition.
3. Health Science Dean approves course addition.
4. Collin College Dual Credit office creates MOU for the program partnership.
5. EMS Program Coordinator notifies state of additional off-campus EMT classes.
6. Review existing ISD equipment to see what items must be ordered.
7. Photos of classroom and lab space (demonstrating minimum equipment list has been met) once items are in place.
8. Work with ISD CTE Coordinator to develop course schedule that complies with their school calendar.
9. Update clinical partner agreements to include the new ISD and secure additional clinical sites (as needed).
10. Work with ISD to develop screening process for candidates.
11. Conduct information session with students and parents in the spring semester prior to start of the course.
12. After candidates are selected, conduct interviews with EMS Faculty to make final selections (maximum of 20 students per ISD).
13. Distribute information to students for program registration through Collin College and the EMS Department.

Collin College EMS Department Webpage: www.Collin.edu/ems

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