



# DIPLOMA IN HEALTH SCIENCES (EMS) PROGRAM HANDBOOK

This handbook provides an overview of the policies, and procedures related to the Diploma in Health Sciences (EMS) and also provides helpful advice for student success in the program. Students in the program should read the full handbook when they start the program and refer back to it when they h



## PROGRAM ADMINISTRATION

The JIBC's Diploma in Health Sciences (EMS) program is housed administratively within the Health Sciences Division of the School of Health, Community, and Social Justice. The program's offices are located in the administrative wing at the New Westminster campus. Unless specifically stated otherwise below, all JIBC Policies and Procedures apply to the program and any student admitted to the program or enrolled in any of the program's courses.

### CONTACT

In person or via mail:

Justice Institute of BC

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New Westminster, BC V3L 5T4

Email: [emsdiploma@jibc.ca](mailto:emsdiploma@jibc.ca)

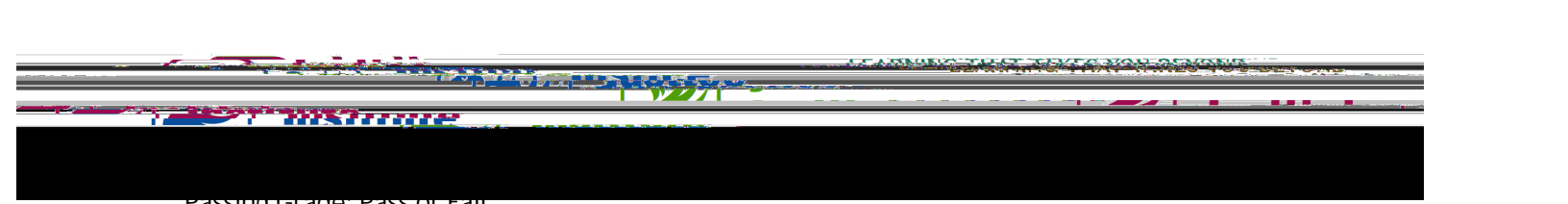
Telephone: 604.525.5422 or 877.528.5591

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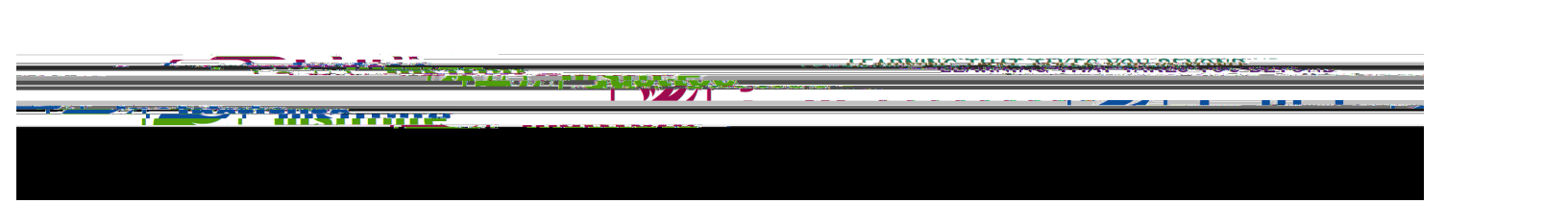


Passing Grade: Pass or Fail

Important: Please register for CRES-1150 by phone and request the EMS Diploma program discount.

ENGL-1100 - Academic Writing





Prerequisite: PARA-1100 (or equivalent)

Credits: 3.0

Passing Grade: 60 % (Letter Grade C)

#### HLSC-2216 - Professional Practice: Evidence-based Practice

In this course, learners will apply the principles of adult education and life-long learning as they explore evidence-based approaches to paramedic practice. Topics covered will include lifelong learning, the role of experience, strategies for learning, the research process, reading and interpreting research studies and trends in research, and evidence-based practice. Participants will identify, critically appraise, and discuss current issues in medicine and prehospital care.

Prerequisite: None

Credits: 1.5

Passing Grade: 60 % (Letter Grade C)

#### HLSC-2299 - EMS Diploma Capstone Project

In this course, learners will apply the principles of adult education and life-long learning as they explore evidence-based approaches to paramedic practice. Topics covered will include lifelong learning, the role of experience, strategies for learning, the research process, reading and interpreting research studies and trends in research, and evidence-based practice. Participants will identify, critically appraise, and discuss current issues in medicine and prehospital care.



## COURSE READINGS AND RESOURCES

JIBC courses often have external course readings and other web-based media resources to supplement the course material on the Blackboard site. Some of the course material and JIBC Library resources may only be available through the JIBC web platform.

Students are expected to complete all the required readings for each course and should try to also complete any recommended or supplemental readings.

## COURSE REGISTRATION

Students may enroll in as many courses as they want (based on course schedules and availability) and should expect to spend a minimum of six (6) to twelve (12) hours per week on required course related activities for each course they are enrolled in. Some courses will require more time than others and it is strongly recommended that students only enroll in one (1) course in their first semester if they are working full time and have other commitments. Most students complete the program taking one (1) to three (3) courses each term. Tentative course offering schedules (subject to change) per semester can be found on the [EMS-Diploma webpage](#) under the “Program Format and Upcoming Courses” tab.

Students should plan their program schedule in advance and keep course prerequisites in mind when planning. This is especially important if students are applying to other programs such as JIBC Advanced Care Paramedic (ACP) program with application deadlines in advance of the program start date. **It is strongly recommended that students planning on applying for a specific ACP intake should reach out to program staff to discuss academic planning, advising and scheduling when they start the program.**

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## STUDENT ONLINE ORIENTATION

The [Student Online Orientation](#) website is a student's go-to resource for information on the various services and supports available to them while they're enrolled in a JIBC course or program, face-to-face or online. Students will receive an email inviting them to review this orientation, answer questions and enter to win various prizes.

There are five units on the website, each focusing on different areas of student support and educational technology. You can go through the online modules at your own pace. Completing the student online orientation is highly recommended by the Program area. There is no need to login in or be registered in a course to access the website.

## ACADEMIC PROGRESSION

Students enrolled in the Diploma in Health Sciences (EMS) program have a maximum of **seven(7) years to complete all program course requirements**. The PCP program portion can be completed in about eight (8) months. Most students complete PCP course work prior to applying for the diploma. The seven-year period begins from the semester when a student is accepted into the diploma program.

Students who do not complete the program within the allowable time period may submit a written request for a one-time **extension of time** to complete outstanding program requirements. In no case will an extension of more than one (1) year be granted. Students who have not completed the program after receiving an extension will be required to re-apply for admission to the program and meet the admissions requirements in place at the time of application.

To maintain an **active standing** students enrolled in a JIBC program must complete a minimum of one course within that program each year. If a student does not complete a course during any consecutive twelve-month period, the student is considered inactive and may be required to reapply for admission to the program. Certain courses are only offered once a year, so please plan accordingly. Please refer to the tentative schedule of upcoming courses on the [Diploma in Health Sciences \(EMS\)](#) webpage.

A student with extenuating circumstances may request formal leave for a specific period of time. Such requests must be approved by the program manager and will not impact on a student's active status during the time they are away. The program completion timeline will still apply.

### Grading schemes



## FINAL GRADE APPEALS

Students who believe that their final grade in a course is wrong or unfair should review the JIBC's [Final Grade Appeal Policy](#) and [related Procedures](#)



## RECOGNITION OF PRIOR LEARNING

Students accepted into certificate, diploma, and degree programs at JIBC are required to complete at least 50% of the program at JIBC. Therefore, for this Diploma in Health Sciences (EMS) program, that equates to 30 credits.

### PRIOR LEARNING ASSESSMENT (PLA)

JIBC is committed to meeting the career development and learning needs of its unique and diverse student population. JIBC recognizes that valuable learning often results from work experience or learning outside of the traditional post-secondary system and that valid and reliable prior learning assessment and qualifications recognition can benefit students.

<https://www.jibc.ca/policy/prior-learning-assessment-and-recognition>

<https://www.jibc.ca/procedure/prior-learning-assessment-and-recognition>



