

**Course Syllabus**

COURSE: EMSP 2238.200 EMS Operations (3:3:0)  
SEMESTER: Spring 2015  
CLASS TIMES: Wednesday, Thursday 19:30-21:30  
INSTRUCTOR: Jerry S. Findley, BS, MA, LP  
OFFICE: Reese Center, Building 5, Room 517 E  
OFFICE HOURS: Monday – Thursday, 1:00 p.m.-4:00 p.m.  
OFFICE PHONE: 806-716-4635  
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Facebook: <https://www.facebook.com/SPCEMSprogram>

*"South Plains College improves each student's life."*

**GENERAL COURSE INFORMATION**

**COURSE DESCRIPTION**

This course includes a detailed study of the knowledge and skills to manage safely the scene of an emergency.

**STUDENT LEARNING OUTCOMES**

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|--|
| At the completion of the semester students will:   |
| 1. Understand the roles and responsibilities of a Paramedic within an EMS System.  |
| 2. Be able to apply the advanced concepts of development, pathophysiology, cardiology, medical emergencies, traumatic emergencies, and special populations in the assessment and management of emergency patients. |
| 3. Be able to take a history and perform a comprehensive physical exam on any patient and communicate those findings to others.  |
| 4. Be able to communicate effectively with patients, co-workers and other health care professionals.   |
| 5. Be able to establish and/or maintain a patent airway, oxygenate, and ventilate a patient.   |
| 6. Be able to recognize and treat minor and life threatening emergencies of all natures in regards to the pre-hospital setting.  |

**COURSE OBJECTIVES** - Outline form ( C-1, C-5, C-6, C-7, C-8, C-9, C-12, C-13, C-14, C-18, C-20; F-1, F-2, F-5, F-7, F-8, F-9, F-11, F-12, F-13, F-16, F-17)

|   |
|---|
| At the completion of this course the student will have:   |
| 1. The cognitive, psychomotor, and affective competencies in the recognition and treatment of prehospital emergencies.                |
| 2. The cognitive, psychomotor, and affective competencies of prehospital patient assessment and airway management emergencies.        |
| 3. The cognitive, psychomotor, and affective competencies of prehospital utilization of medications in treating emergency situations. |
| 4. The cognitive, psychomotor and affective competencies of pre-hospital cardiac emergencies at the Paramedic entry-level.            |

## EVALUATION METHODS

Modular exams, written assignments, quizzes, and other projects as assigned.

## ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

**Cheating** - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

**Plagiarism** - Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

## SCANS and FOUNDATION SKILLS

Refer also to Course Objectives. Scans and Foundation Skills attached.

## VARIFICATION OF WORKPLACECOMPETENCIES

**Required for paramedic  
employment**

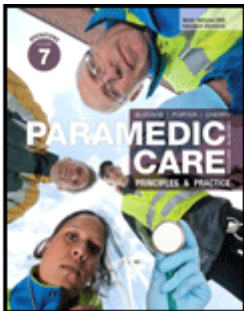
## SPECIFIC COURSE INFORMATION

### TEXT AND MATERIALS

#### Textbook

#### Publisher

#### ISBN#



### PARAMEDIC CARE, VOL.7

Author BLED SOE

ISBN 9780132112345

### SUGGESTED TEXTS



EMS Pocket Field Guide, ACLS Version (16<sup>th</sup> Edition) InforMed Co. ISBN-13: 9781890495589

## ATTENDANCE POLICY (\*READ CAREFULLY)

“Punctual and regular class attendance is required of all students attending South Plains College. There are no excused absences. Students are responsible for all class work covered during absences from class, even in cases in which they are able to satisfy the instructor that the absence was unavoidable.” (*South Plains College Student Guide, 2012-1013, pp.29*)

“Whenever absences become excessive and, in the instructor’s opinion, minimum course objectives cannot be met due to absences, the student should be withdrawn from the course.” (*South Plains College General Catalog, 2012-2013, pp.29*)

**Due to the importance of the emergency medical information being taught, the instructor of this course defines excessive absences as missing the 4th class day (or having equivalent tardies) in a course section. A student who meets this criteria will be administratively dropped from the course by the instructor.**

- Tardies: (Definition): arriving any time after the class has started or not returning from an approved break after class has re-started.
- Two tardies will be considered missing one class day and counted as such.
- A student’s work schedule is not an excuse for missing class.
- Any exceptions to this policy must be discussed on an individual basis with the course instructor and the EMS Program Director. (i.e. – student hospitalization, immediate family member death, etc.)

### **ASSIGNMENT POLICY**

All assignments must be completed by the assigned due date and time. **Late and/or incomplete work will not be accepted and a grade of zero will be recorded.** Assignments, quizzes, exams, and skills that are missed due to an unapproved absence may not be made up. Quizzes will be administered at the start of class sessions. Students who are late to class or are absent may not make up a quiz. See the instructor for more specific information.

### **COMPUTER USAGE**

As computer technology in the field of emergency medical services continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College Reese campus. (Contact your instructor if you need assistance on locating a computer lab to obtain assignments and/or to complete computer assignments.) Students will be expected to utilize computers to access assignments and classroom resources. All registered students are supplied with a working email account from South Plains College. It is the student’s responsibility to obtain their user name and password from the SPC admissions office at the time of admission to the college.

**ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USER NAME AND PASSWORD.**

### **COMPUTER LAB USAGE**

The computer lab(s) on campus may be used by students when the lab(s) are reserved by the instructor or when a lab is open for use between instructional courses. Computer paper will not be provided directly by the SPC EMS Program faculty for students to print materials but faculty will assist students in contacting the computer room supervisors to locate print paper if needed. Lack of computer lab paper is not an excuse for not having homework assignments, skills lab sheets, or any other required classroom documents.

### **EXAMS**

The majority of student ‘written’ exams will be administered via computer to prepare them for the National Registry exam and some exams will be handwritten which will encourage memory and mastery of the material. Students should practice proper spelling and grammar when answering a written exam. Additionally, many exam questions will be constructed in the same manner as National Registry questions, allowing students to prepare for that testing format. The majority of exams are administered in a campus

computer lab which must be reserved by the instructor in advance. Students are expected to arrive on time to exams and complete the exams within the time frame allowed.

### **EMS TESTING**

EMS testing is a program designed to assist in adequately preparing EMS students to take and pass the National Registry Exam. This exam is required of all EMS students to receive certification allowing them to seek employment within the field of emergency medicine. Students are required to successfully complete the computer adaptive modular exam in EMS Testing. This exam will serve as the final exam for the course.

**There are no retests for modular exams.**

**Mandatory appointment with your instructor is required the week of March 23 to obtain your mid-term grade and eligibility to sign up for final exam.**

**A student must maintain an average of 75% on sectional exams, homework, quizzes and participation to pass the course.** Students are expected to demonstrate material competency by making a 75% or above on the final exam to receive a course completion certificate. (\*please refer to your SPC EMS Handbook)

### **Final semester grades will be based on the following:**

|                                |             |   |
|--------------------------------|-------------|---|
| Homework/Quizzes/Participation | 20%         |   |
| EMS Testing                    | 20%         |   |
| Sectional Exams                | 40%         |   |
| Final Exam                     | 20%         | **** <u>EMS Testing Computer Adaptive Exam</u> **** |
| Grading Scale:                 | 90-100      | A   |
|                                | 80-89       | B   |
|                                | 75-79       | C   |
|                                | 70-74       | D   |
|                                | 69 or Below | F   |

### **\*\*\*\*Bonus:**

- An additional 2.5% overall bonus will be awarded to any student with a perfect attendance record for the entire semester. This includes all class days, scheduled clinical site and ambulance assignments (clinical rotations).  
An additional 2.5% overall bonus will be awarded to any student who adheres to the recommended dress code throughout entire semester, including all class days and clinical rotations.

### **COURSE COMPLETION CERTIFICATE**

Each student petitioning to take the National Registry exam must have a course completion to apply to test. Please refer to the most current version of the SPC EMS Program Handbook for details.

### **COMMUNICATION POLICY**

Electronic communication between instructor and students in this course will utilize the South Plains College "My SPC" email systems. The instructor will not initiate communication using private email accounts. Students are encouraged to check SPC email on a regular basis each week of class. Students will also have access to assignments, web-links,

handouts, and other vital material which will be delivered via the classroom website. Any student having difficulty accessing the classroom website or their email should immediately contact their instructor for direction. The instructor will work with any student to ensure the student has access to a computer on campus and can obtain the needed class content that is located on the course website. Additionally, students are not allowed to contact the instructor via personal phone. Students may contact the instructor via phone at the college phone number assigned to the instructor.

## STUDENT CONDUCT

Students in this class are expected to abide by the standards of student conduct as defined in the SPC Student Guide pages 12-17. **Fighting between students or any attempt to fight with faculty or staff will not be tolerated and will result in immediate dismissal from the program.** Additionally, students are expected to come to class wearing the appropriate clothing and ready for class. Cell phones should be turned off or silenced. See 'Special Requirements' section for details.

## SPECIAL REQUIREMENTS (\*Read Carefully)

Students must present a signed original hardcopy of each of the following for their student file:

- Syllabus Signature Page
- SPC EMS Program Handbook signature page
- SPC EMS Clinical Handbook signature page
- Student Guide signature page
- Criminal Background Check Authorization
- Confidentiality Statement

**These signature pages are due by the end of the first week of semester classes.**

## Technology Rules

- **Cell Phones** – Cell phones are to be turned OFF or on silenced during scheduled class periods, unless prior approval has been given from the instructor. If you are caught using yourself phone in a disruptive or distracting manner, as deemed by course instructor, you will be asked to leave the classroom and will be responsible for any material covered during your absence. **Text messaging is not allowed during scheduled class/lab times.** Cell phones are to be used outside the classroom or lab only on designated breaks. Students are not allowed to have cell phones on their person during exams. Students will receive a grade of "F" for the exam if they have a cell phone during an exam. Additionally, possession of a cell phone during an exam may be grounds for dismissal from the EMS program and from SPC. (See Cheating and Plagiarism on pp 2.)

## Platinum EMS Testing

EMSTesting.com is the program that SPC EMS Program utilizes to prepare you for the NR exam. It delivers content that is constructed to help students prepare for their EMR, EMT, Advanced and Paramedic certifications online. Our test items start with an objective and ends with a job related task in mind. This program will give you the ability to:

- Practice for their certification exams with Computer Adaptive Testing.
- View detailed feedback and determine the likelihood of passing certification exams.
- Student Assessments that evaluate your learning style.
- Connections to your instructors and classmates.

You will sign up online at EMSTesting.com. The cost of the program is as follows:

EMT - \$30.00

Advanced EMT - \$45.00

Paramedic - \$60.00

### **Dress Code**

- **Class Dress Code** – Due to the environment of the scheduled lab dates, students are required to wear the following:
  - a. **Jeans (without holes), scrub bottoms, or pocket pants**
  - b. **Closed toed shoes or boots**
  - c. **Collared SPC EMS Program polo shirt or approved program T-shirt**
  - d. **Watch with a second hand**
  - e. **Stethoscope (\*optional)**
- **These guidelines are for your protection due to the nature of the EMS environment and the amount of lifting and moving that will take place in the lab.**
- **If you are employed by a local or regional EMS service, refrain from wearing your uniform to class as this causes distractions from the teaching environment.**

### **COURSE DISCLAIMER**

Working with the public in emergency situations is stressful and requires a mentally tough individual to provide medical care in the prehospital environment. This course is designed to teach students about real-world situations the EMT – Basic may potentially encounter in the ‘field’ while managing patient care.

**In order to better prepare students for a career in the Emergency Medical Services profession, there will be times during this course where students will be exposed to training scenarios and situations that will be unpleasant to the average college student. If the student does not feel they can tolerate this type of learning environment, they should discuss this with me immediately before continuing the course.**

### **Syllabus Disclaimer**

**Serious effort and consideration were used in preparing the syllabus presented. While viewed as an educational contract between instructor and student, unforeseen events may cause changes to the scheduling of exercises, quizzes, etc. Every effort will be made NOT to change scheduled items.**

**Nonetheless, SPC EMS instructors reserve the right to make any changes deemed necessary to best fulfill the course objectives. Students registered for this course will be made aware of any changes in a timely fashion using reasonable means.**

Jerry S. Findley BS, MA, LP  
EMS Program Director

## COMMUNICATION POLICY

- I will use your SPC email account to email you. If you need to contact me after hours or on days we do not have class, please call my office phone first, then my cell phone. Please do not call my cell phone after 8 pm.

## STUDENT CONDUCT

- Students in this class are expected to abide by the standards of student conduct as defined in the SPC Student Guide.

## SPECIAL REQUIREMENTS

- **Cell Phones** – Cell phones are to be turned OFF during scheduled class periods, unless prior approval has been given from the instructor. **This includes text messaging.** Cell phones are to be used outside the classroom only on designated breaks. No cell phones may be with a student when taking an exam.
- **Class Uniform** – Due to the environment of the lab work which may be given at any time, students are required to wear the following uniform to class daily; SPC EMS Programs grey t-shirt, clean and good repair jeans or approved pocket pants, tennis shoes or boots, watch with a second hand. **Items NOT to wear;** hats, open-toe shoes, flip-flops, shorts, tank tops.

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## ACCOMMODATIONS

### DIVERSITY STATEMENT

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

### DISABILITIES STATEMENT

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Special Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Coordinator of Special Services. For more information, call or visit the Special Services Office in rooms 809 and 811, Reese Center Building 8, (806) 885-3048 ext. 4654.

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## FOUNDATION SKILLS

### **BASIC SKILLS—Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks**

F-1 Reading—locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.

F-2 Writing—communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.

F-3 Arithmetic—performs basic computations; uses basic numerical concepts such as whole numbers, etc.

F-4 Mathematics—approaches practical problems by choosing appropriately from a variety of mathematical techniques.

F-5 Listening—receives, attends to, interprets, and responds to verbal messages and other cues.

F-6 Speaking—organizes ideas and communicates orally.

### **THINKING SKILLS—Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason**

F-7 Creative Thinking—generates new ideas.

F-8 Decision-Making—specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.

F-9 Problem Solving—recognizes problems, devises and implements plan of action.

F-10 Seeing Things in the Mind's Eye—organizes and processes symbols, pictures, graphs, objects, and other information.

F-11 Knowing How to Learn—uses efficient learning techniques to acquire and apply new knowledge and skills.

F-12 Reasoning—discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

### **PERSONAL QUALITIES—Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty**

F-13 Responsibility—exerts a high level of effort and perseveres towards goal attainment.

F-14 Self-Esteem—believes in own self-worth and maintains a positive view of self.



F-15 Sociability—demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.

F-16 Self-Management—assesses self accurately, sets personal goals, monitors progress and exhibits self-control.

F-17 Integrity/Honesty—chooses ethical courses of action.

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## SCANS COMPETENCIES

C-1 **TIME** - Selects goal - relevant activities, ranks them, allocates time, prepares and follows schedules.

C-2 **MONEY** - Uses or prepares budgets, makes forecasts, keeps records and makes adjustments to meet objectives.

C-3 **MATERIALS AND FACILITIES** - Acquires, stores, allocates, and uses materials or space efficiently.

C-4 **HUMAN RESOURCES** - Assesses skills and distributes work accordingly, evaluates performances and provides feedback.

### **INFORMATION - Acquires and Uses Information**

C-5 Acquires and evaluates information.

C-6 Organizes and maintains information.

C-7 Interprets and communicates information.

C-8 Uses computers to process information.

### **INTERPERSONAL—Works With Others**

C-9 Participates as a member of a team and contributes to group effort.

C-10 Teaches others new skills.

C-11 Serves Clients/Customers—works to satisfy customer's expectations.

C-12 Exercises Leadership—communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.

C-13 Negotiates—works toward agreements involving exchanges of resources; resolves divergent interests.

C-14 Works With Diversity—works well with men and women from diverse backgrounds.

### **SYSTEMS—Understands Complex Interrelationships**

C-15 Understands Systems—knows how social, organizational, and technological systems work and operates effectively with them.

C-16 Monitors and Corrects Performance—distinguishes trends, predicts impacts on system operations, diagnoses systems performance and corrects malfunctions.

C-17 Improves or Designs Systems—suggests modifications to existing systems and develops new or alternative systems to improve performance.

### **TECHNOLOGY—Works with a Variety of Technologies**

C-18 Selects Technology—chooses procedures, tools, or equipment, including computers and related technologies.

C-19 Applies Technology to Task—understands overall intent and proper procedures for setup and operation of equipment.

C-20 Maintains and Troubleshoots Equipment—prevents, identifies, or solves problems with equipment, including computers and other technologies.



I \_\_\_\_\_ have received and read a copy of the Syllabus for **EMT Paramedic Program. (EMSP 2338)**. I understand the syllabus and will comply with all requirements listed within this document.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



I \_\_\_\_\_ have received a copy of the South Plains College Student Guide. I understand that I must comply with all areas of the Student Guide as a student in the Emergency Medical Services Program and South Plains College.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date