

**NEOSHO COUNTY COMMUNITY COLLEGE  
MASTER COURSE SYLLABUS**

**COURSE IDENTIFICATION**

Course Code/Number: ALHE 100

Course Title: Emergency Medical Technician

Division:  Applied Science (AS)  Liberal Arts (LA)  Workforce Development (WD)  
 Health Care (HC)  Lifetime Learning (LL)  Nursing  Developmental

Credit Hour(s): Twelve (12)

Effective Date: Spring 2018

Assessment Goal Per Outcome: 75%

**COURSE DESCRIPTION**

This course is designed for individuals interested in providing medical care to patients in the pre-hospital setting. It will provide the participant with opportunities to gain information, skills, and attitudes necessary for certification and practice as an Emergency Medical Technician in the State of Kansas.

This program is approved by the Board of Medical Services. It addresses information and techniques currently considered to be the responsibilities of the EMT-B according to the United States Department of Transportation, EMT-B Curriculum, and the Kansas authorized activities for the Emergency Medical Technician. EMT courses are not eligible for federal financial aid. The EMT course may be offered for 16 weeks (or more).

**MINIMUM REQUIREMENTS/PREREQUISITES AND/OR COREQUISITES**

Consultation with program director prior to enrolling in the course.

**TEXTS**

The official list of textbooks and materials for this course is found on myNeosho.

<http://www.neosho.edu/ProspectiveStudents/Registration/CourseSyllabi.aspx>

## **GENERAL EDUCATION OUTCOMES**

1. Practice Responsible Citizenship through:
  - identifying rights and responsibilities of citizenship,
  - identifying how human values and perceptions affect and are affected by social diversity,
  - identifying and interpreting artistic expression.
2. Live a healthy lifestyle (physical, intellectual, social) through:
  - listing factors associated with a healthy lifestyle and lifetime fitness,
  - identifying the importance of lifetime learning,
  - demonstrating self-discipline, respect for others, and the ability to work collaboratively as a team.
3. Communicate effectively through:
  - developing effective written communication skills,
  - developing effective oral communication and listening skills.
4. Think analytically through:
  - utilizing quantitative information in problem solving,
  - utilizing the principles of systematic inquiry,
  - utilizing various information resources including technology for research and data collection.

## **COURSE OUTCOMES/COMPETENCIES (as Required)**

The program will contain information and skill practice opportunities that will enable a properly motivated and capable participant to:

1. Demonstrate an understanding of human anatomy and physiology, and the rationale and fundamentals of the prehospital care and treatment of the sick and injured.
2. Perform a primary and secondary patient survey.
3. Understand, recognize, and provide appropriate basic life support (BLS) care for life-threatening and non life-threatening emergencies.
4. Learn and demonstrate correct application and use of BLS equipment in the prehospital setting.
5. Complete a written record of events for the receiving hospital and a permanent record for local use (written run report).
6. Communicate necessary information, in an orderly manner, to other emergency personnel or to the receiving facility from the scene and/or ambulance using mobile radio equipment.
7. Understand and discuss the rationale for personal and patient safety and care at the scene and throughout transport to receiving facility.
8. Understand the rationale for practicing infection control procedures during and after any contact with a patient.

## **COMPETENCIES**

Upon completion of the course, the students should be able to:

1. Demonstrate an understanding of the human body.
2. Demonstrate an understanding of baseline vital signs.

3. Demonstrate proper lifting and moving techniques.
4. Demonstrate proper patient handling procedures.
5. Demonstrate an understanding of airway management.
6. Demonstrate proper patient assessment procedures.
7. Demonstrate proper communication and documentation techniques.
8. Demonstrate an understanding of general pharmacology.
9. Demonstrate proper care techniques for respiratory emergencies.
10. Demonstrate proper care techniques for cardiac emergencies.
11. Demonstrate proper CPR procedures.
12. Demonstrate proper use of SAED.
13. Demonstrate proper care techniques for diabetic emergencies.
14. Demonstrate proper care techniques for treatment of patients with altered mental status.
15. Demonstrate proper care techniques for treatment of patients with allergies.
16. Demonstrate proper care techniques for treatment of patients with poisonings.
17. Demonstrate proper care techniques for treatment of patients with overdose.
18. Demonstrate proper care techniques for treatment of patients with environmental emergencies.
19. Demonstrate proper care techniques for treatment of patients suffering from behavioral emergencies.
20. Demonstrate proper care techniques for treatment of patients suffering from obstetric and/or gynecological emergencies.
21. Demonstrate proper care techniques for treatment of patients suffering from bleeding and shock.
22. Demonstrate proper care techniques for treatment of patients suffering from soft tissue injuries.
23. Demonstrate proper care techniques for treatment of patients suffering from musculoskeletal injuries.
24. Demonstrate proper splinting procedures.
25. Demonstrate proper care techniques for treatment of patients suffering from injuries to the head and spine.
26. Demonstrate proper techniques for treatment of patients suffering from spinal immobilization.
27. Demonstrate proper techniques used when treating infants and children.
28. Demonstrate an understanding of operations.
29. Demonstrate proper techniques of extrication and gaining access.
30. Demonstrate an understanding of MCI, triage, and scene management.
31. Demonstrate an understanding of proper monitoring of fluids and electrolytes.
32. Demonstrate an understanding of hazardous materials and be able to discuss the proper awareness level.

## **MINIMUM COURSE CONTENT**

The following topics must be included in this course. Additional topics may also be included.

- I. Orientation, Introduction to EMS, Medical Terminology

- II. The human Body
- III. Baseline Vital Signs and Lifting and Moving
- IV. Vital Signs and Patient Handling
- V. Airway Management
- VI. Advanced Airway Management
- VII. Unit Exam
- VIII. Patient Assessment
- IX. Communications, Documentation
- X. General Pharmacology
- XI. Unit Exam
- XII. Respiratory Emergencies
- XIII. Cardiac Emergencies, CPR
- XIV. SAED
- XV. Diabetic Emergencies
- XVI. Altered Mental Status
- XVII. Allergies, Poisonings, Overdose, Environmental Emergencies
- XVIII. Behavioral Emergencies, Obstetrics, Gynecology
- XIX. Unit Exam
- XX. Bleeding and Shock, Soft Tissue Injuries
- XXI. Musculoskeletal Injuries
- XXII. Splinting
- XXIII. Injuries to the Head and Spine
- XXIV. Spinal Immobilization
- XXV. Infants and Children
- XXVI. Unit Exam
- XXVII. Operations
- XXVIII. Gaining Access Extrication
- XXIX. Overview, MCI, Triage, Scene Management
- XXX. Skills Practice
- XXXI. Unit Exam
- XXXII. I.V. Monitoring, Fluids, Electrolytes
- XXXIII. Hazardous Materials, Awareness Level
- XXXIV. Final Written Exam
- XXXV. State Exam Preparation

## **STUDENT REQUIREMENTS AND METHOD OF EVALUATION**

Due to the volume of material to be covered and the speed at which it will be presented, attendance will be expected at all classes. The maximum allowable number of absences is five sessions. (KAR 109-11-8 requires 90% of the classes be attended.) If the student is unable to attend a session for any reason; it is the responsibility of the student to let the instructor know in advance when possible. Make-up assignments will be made for each session missed. At three absences, the student will receive written notification of possibly being dropped from the course. At four absences, the student will receive

written notification of possibly being dropped from the course. With the fifth absence, the participant will not be allowed to continue the course or challenge the state certifying examination.

### GRADING SCALE

Written examinations are the most appropriate and effective process for measurement and assessment of the participants' success in converting content into knowledge. Practical examinations provide feedback to both the instructor and the participant of the ability of the participant to perform specific tasks. Results of written and practical examinations, quizzes, and assignments, and observational reports detailing participants' attitudes interpersonal interactions, will be considered on the final grade. A passing grade of 'C' or better for the course will constitute permission to challenge the state exam.

There will be five unit exams that will be averaged at the end of the course and will count for 60% of the final grade. There will be frequent daily assignments and quizzes that will count for 20% of the final grade. The remaining 20% will include the final written and practical exam, and attitude and classroom participation.

Practical exams will be administered during the program must be successfully completed in order to continue. Testing will be conducted on a pass/fail basis. At the instructor's discretion, a second opportunity to demonstrate competency on skills may be arranged prior to the end of class. Failure to show consistent and appropriate progress in skills' acquisition will result in the participant's possibility of being dropped from the course or not receiving permission to challenge the state certifying exam.

#### **The grading scale will be as follows:**

A=90-100% B=80-89% C=70-79% D=60-69% F<60%

A score of 75% is required on the final written exam.

### **ASSESSMENT OF STUDENT GAIN**

Assessment begins at the beginning of the course when the instructor and the student determine through conference and observation the skill level of the student. During the beginning of the class each student will be observed and/or interviewed and initial exercises will be examined to determine needed competency development throughout the course. Both the student and instructor will analyze student gain at the conclusion of the course through both written and practical evaluation.

### **Attendance Policy**

1. NCCC values interactive learning which promotes student engagement in the learning process. To be actively engaged, the student must be present in the learning environment.
2. Unless students are participating in a school activity or are excused by the instructor, they are

expected to attend class. If a student's absences exceed one-eighth of the total course duration, (which equates to one hundred (100) minutes per credit hour in a face-to-face class) the instructor has the right, but is not required, to withdraw a student from the course. Once the student has been dropped for excessive absences, the registrar's office will send a letter to the student, stating that he or she has been dropped. A student may petition the chief academic officer for reinstatement by submitting a letter stating valid reasons for the absences within one week of the registrar's notification. If the student is reinstated into the class, the instructor and the registrar will be notified. Please refer to the Student Handbook/Academic Policies for more information

3. Absences that occur due to students participating in official college activities are excused except in those cases where outside bodies, such as the State Board of Nursing, have requirements for minimum class minutes for each student. Students who are excused will be given reasonable opportunity to make up any missed work or receive substitute assignments from the instructor and should not be penalized for the absence. Proper procedure should be followed in notifying faculty in advance of the student's planned participation in the event. Ultimately it is the student's responsibility to notify the instructor in advance of the planned absence.

## **ACADEMIC INTEGRITY**

NCCC expects every student to demonstrate ethical behavior with regard to academic pursuits. Academic integrity in coursework is a specific requirement. Definitions, examples, and possible consequences for violations of Academic Integrity, as well as the appeals process, can be found in the College Catalog, Student Handbook, and/or Code of Student Conduct and Discipline.

## **ELECTRONIC DEVICE POLICY**

Student cell phones and other personal electronic devices not being used for class activities must not be accessed during class times unless the instructor chooses to waive this policy.

## **NOTE**

Information and statements in this document are subject to change at the discretion of NCCC. Students will be notified of changes and where to find the most current approved documents.

## **ACCOMMODATIONS**

If you are a student with a disability who may need accommodation(s), in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, please notify the Dean of Student Services in the Student Services Office, Sanders Hall, 620-432-0304, on the Chanute Campus, or the Dean for the Ottawa and Online Campuses, 785-248-2798, on the Ottawa Campus as soon as possible. You will need to bring your documentation for review in order to determine reasonable accommodations, and then we can assist you in arranging any necessary accommodations.

## **NON-DISCRIMINATION POLICY**

The following link provides information related to the non-discrimination policy of NCCC, including persons with disabilities. Students are urged to review this policy.

<http://www.neosho.edu/Departments/NonDiscrimination.aspx>

## **SEXUAL MISCONDUCT POLICY (TITLE IX)**

At NCCC, it is the responsibility of an instructor to help create a safe learning environment in the classroom, including both physical and virtual classrooms. All instructors are considered mandatory reporters at NCCC, therefore any information regarding sexual misconduct that is shared by a student in one-on-one meetings with the instructor must be reported to appropriate personnel at the College. Instructors will keep the information private to the greatest extent possible, but it is not confidential. Generally, climate surveys, classroom writing assignments or discussions, human subjects research, or events such as Take Back the Night events do not provide notice that must be reported to the Coordinator by employees, unless the reporting party clearly indicates that they wish a report to be made.

The following link provides information related to the sexual misconduct policy of NCCC, including resources, reporting options, and student rights. Students are urged to review this policy.

<http://www.neosho.edu/TitleIX.aspx>

## **COURSE NOTES**

The candidate must be 17 years of age to challenge the EMT state board exam.