

**NEOSHO COUNTY COMMUNITY COLLEGE
MASTER COURSE SYLLABUS**

COURSE IDENTIFICATION

Course Code/Number: ALHE 130

Course Title: Concepts in Emergency Care: First Responder

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

Credit Hour(s): Five (5)

Effective Date: Fall 2013

Assessment Goal Per Outcome: 75%

COURSE DESCRIPTION

This course is designed for individuals interested in providing care to patients in the prehospital setting. The course will provide the participant with opportunities to gain information, skills, and attitudes necessary for certification and practice as a First Responder in the State of Kansas.

This course is approved (or has been submitted for approval) by the Kansas Board of Emergency Medical Services. It addresses information and techniques currently considered to be the responsibilities of the First Responder according to the United States Department of Transportation, National Standard Curriculum, and the Kansas authorized activities for the First Responder.

MINIMUM REQUIREMENTS/PREREQUISITES AND/OR COREQUISITES

None

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 an initial, focused, and detailed patient assessment.
3. Understand, recognize, and provide appropriate 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 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 a receiving facility.
8. Understand the rationale for practicing infection control procedures during and after any contact with a patient.

MINIMUM COURSE CONTENT

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

- I. Intro to the EMS System
- II. The Human Body/ Lifting and Moving Patients
- III. Airway Management/ Scene Size-Up
- IV. Initial Assessment and Focused Assessment
- V. Detailed Assessment and Patient History
- VI. Ongoing Assessment and Treatment/ Patient Hand Off
- VII. Skills Lab
- VIII. Unit 1 Exam/ Labs

- IX. CPR & Circulation
- X. Medical Emergencies
- XI. Bleeding & Shock/ Soft Tissue Injuries
- XII. Musculoskeletal Injuries/ Fracture Management
- XIII. Skills Lab
- XIV. Unit 2 Exam/ Labs
- XV. Child Birth/ Pediatric Emergencies
- XVI. EMS Operations/ Vehicle Extrication/ Haz-Mat
- XVII. Unit 3 Exam/ Labs
- XVIII. Special Patients and Considerations
- XIX. Special Rescue Situations
- XX. All Skills Lab
- XXI. Final Written Exam/ Final Practical Exam
- XXII. State Board Prep

STUDENT REQUIREMENTS AND METHOD OF EVALUATION

INSTRUCTIONAL METHODS

Instructional methods will include lecture, audiovisuals, handouts, demonstrations, group activity, and discussion.

STUDENT REQUIREMENTS

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.

PARTICIPANT ATTIRE

Practical skills will require bending, lifting, stooping, and other means of physical exertion. Clothing should be worn that allows for comfort and movement. The student should show respect for other class members in the selection of attire. Tank tops, halter-tops, and short shorts are not allowed.

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 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 and interpersonal interactions, will be considered on the final grade. A passing grade of a "B" or better for the course will constitute permission to challenge the state exam.

There will be four 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 (homework) 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 and 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:

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

A score of 80% is required on the final written exam to challenge the National Registry.

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

STATE CERTIFICATION REQUIREMENTS

- A. The candidate must be 18 years of age to challenge the National Registry at the time of the test.
- B. The candidate must successfully complete an approved training program.
- C. If the candidate has been convicted of a felony, he/she must demonstrate to the Board of EMS that they have been admonished.
- D. Upon successful completion of an approved training program, the student must successfully pass the state certifying examination. The student is allowed 3 attempts to successfully pass the state examination. After 3 unsuccessful attempts, the student must repeat an approved training program before being allowed to re-challenge the examination.
- E. The student will have 1 year from the date of the last scheduled class to make application to the Board of EMS for certification as a First Responder.

CONTINUING EDUCATION

This course is only the beginning of the participant's experience in EMS. The participant should plan to devote sufficient time and effort to continuing education to maintain certification in compliance with requirements set by the Kansas Administrative Regulation 109-5-1/ (16 hours every 2 years) It is essential to maintain an appropriate level of knowledge and proficiency in patient care skills.

PARTICIPANT SAFETY

Good mental and physical health is necessary for an individual to maintain the pace and physical demands that this course entails. All student performance in both the classroom and practical setting will be overseen by the Instructor/Coordinator and/or training assistant(s). Each student will address any

problems or concerns that he/she may have regarding his/her safety immediately to the individual directly involved with the remaining in progress. Directions given by training personnel should be followed accurately and if not understood, should be questioned to prevent any problems.

All students will perform with normal regard for personal safety and the safety of patients and others involved with patient care. **AT NO TIME** will the student perform any act that he/she or the preceptor deems unsafe or that the student/preceptor feels is an inappropriate action for the student to take.

Any student who has an infectious disease (common cold, flu, hepatitis, herpes or cold sore, AIDS, etc.) should not participate in practical skills stations or direct patient care in the classroom setting. These students will be expected to attend class- if their condition permits- and observe others in the practical stations. The student will be held responsible for the instruction and will be expected to practice on his/her own time to maintain skill levels in keeping with class progress at the time. Real patients in the prehospital or hospital setting should not be put at risk from students with an infectious disease.

All manikins, airway adjunct, etc. will be properly cleaned with disinfectant between student's uses. Due to the nature of the training, it is imperative that all students maintain good personal hygiene habits at all times. A sink and disinfecting soap are available in the area of the classroom or restrooms and will be routinely used by students when working with patients and equipment.

Any student with a history of chronic health problems, pregnancy, recent surgery, or back injury, will be required to present a medical release from a physician. The instructor has the option to request that a release be obtained at his discretion.

Students should each be able to lift 100-150 pounds. All students will exercise prudent lifting techniques and physical exertion when working in labs that require patient lifting, cot lifting, extrication, etc.

Any time a student suffers an injury while functioning as a student, he/she will immediately report the occurrence to the instructor or lab assistant who will in turn make an immediate report to the instructor. A written incident report will be filed with the instructor within 48 hours of the occurrence.