

Citrus College



EMT HEAL 161 COURSE INFORMATION AND SYLLABUS

Instructor: Al Laicans, B.S. PARAMEDIC
Skills Instructor: Stu McWilliams, B.S., EMT

Required Textbook:

Emergency Care and Transportation of the Sick and Injured (AAOS), 12th Edition (Jones and Bartlett), ISBN 9781284243796. Fisdap testing software (info on purchase will be given in class).

CPR Card:

All students are required to have completed the American Heart Association BLS Provider CPR course

Attendance/Drops:

Students must be present each day and on time! You may be absent no more than 16 hours. **Students missing more than 16 hours will be dropped – no exceptions.** It is the student's responsibility to drop. Students failing to follow district drop guidelines will automatically receive a letter grade of "F". **The program operates in a quasi-academy type delivery mode.** A student who is late or not in uniform is considered tardy. Two tardies equals an absence or two times out of uniform equals absence. No student is allowed to wear shorts or other non-approved attire to class at anytime and may be sent home. **WEAR YOUR UNIFORM EACH SESSION, AND BE ON TIME!**

Citrus College

EMT

COURSE INFORMATION AND SYLLABUS

Page 2

EMT Course Completion Certificates:

In order to receive an EMT Course Completion Certificate from Citrus, you must have obtained a score of 80% or above on your final examination, successfully pass all skills examinations and have a class overall percentage of 80% and pass a proctored Fisdap Readiness Exam with a score of 70% or better (on one of two attempts). In addition, you must successfully complete 24 hours of hospital clinical visits and 20 hours of ambulance ride-along or combination. Evaluations must be acceptable based on rubric and preceptor narrative criteria. Any student who is sent home or turned away for any reason, including being late (other than hospital JCAHO audits, internal disaster, or ride-along requirement change by agency) and/or is evaluated by preceptor personnel to lack emotional maturity is deemed to have failed the evaluation process for successful completion. Students successful in all categories of the program are eligible to sit for the National Registry EMT examination. Upon successful completion of the NREMT you are then able to obtain your California State EMS Authority EMT certification card.

Final Grades:

The final grade will be determined by a point system. The point system is based on the culmination of all tests, quizzes, mid-term, final examination and homework. Letter grades are assigned as follows: 100-90% = A, 80-89% = B, 70-79% = C, 60-69% = D, below 60% = F.

Homework:

Approximately 6 homework (practice tests) assignments will be given during this course. The homework assignment web location is the Fisdap TESTING website listed under homework on our web page. Homework assignments are for your benefit and do not count towards your overall grade, unless you fail to complete them. Assignments not submitted receive a 25 point deduction from their overall grade (per assignment). Assignments receiving less than 70% have 5 points removed from the student's overall grade (per assignment).

Final Examination:

The exam will consist of approximately 150 questions and will be similar to the quizzes and Mid-Term. You will be allowed 1 minute per question (2.5 hours) to complete the examination. You can only take this exam one-time.

Citrus College

EMT

COURSE INFORMATION AND SYLLABUS

Page 3

Other Important Information:

There is a tremendous amount of information to be covered in a relatively short period of time. The material is covered rapidly. You must stay organized. Tape recorders are highly useful in this class. **It is imperative that you do all the required reading in order for you to be successful in passing the quizzes and ultimately the new National Registry EMT examination. Study groups are also highly encouraged.**

On occasions, you will note minor discrepancies between what is said in class and what is stated in the book. When a discrepancy has occurred and a question comes up on a quiz, you need to go by what is stated in class and not what is stated in the book. Los Angeles operates under certain protocols that differ than what is stated in your book. I will make every attempt to answer all your questions at the time they arise. Depending upon the extent of the questions asked I may need to defer answering it at the time until a break, before class or after class.

Office Hours:

2:00 pm to 4:00 pm on Mondays, 8:00 am to 10:00 am on Tuesdays or by appointment. My office hours will be posted on my office door (TC230). You are encouraged to contact me via email at alaicans@citruscollege.edu. I try to respond within 48 hours to all emails. I also have a mailbox in PC 204.

Miscellaneous:

The instructor reserves the right to modify/change the course as needed or as directed by the Los Angeles County Department of Health Services. The classroom must be put back in order prior to leaving. Students who have poor driving records or have criminal history should consult the instructor prior to beginning class. All students who have been convicted of certain felonies are automatically precluded from certification. All candidates must be 18 years of age on or before the first day of class and have a HS diploma or GED. All Citrus Community College District policies are adhered to. Physical examinations, TB examinations and verification of required immunizations must be submitted by the assigned due date of the 5th week. Failure to do so results in immediate drop from class. **NO EXCEPTIONS!!**

Grooming:

All students must conform to ride-along grooming policies by the clinical sign ups. Men – no facial hair other than neatly trimmed mustache. Hair must be off the collar and of natural color. Women must wear hair up. Students must always exhibit excellent grooming standards while in clinical/ride-along. No visible body piercing, etc. allowed. **Tattoos must always be covered.** No excessive jewelry allowed. Hands must be clean with no excessive dirt/grease, etc. Students must be in uniform each class period; no open toed footwear allowed (i.e. flip flops) only tennis shoes or uniform shoes allowed. Additionally, ride-along and/or clinical sites may have additional grooming requirements.

Citrus College

EMT

COURSE INFORMATION AND SYLLABUS

Page 4

Disability:

If you have a disability documented by a physician or other appropriate professional and wish to discuss academic accommodations, please contact the DSPS office at (626) 914-8675. Please discuss your accommodation with me during office hours or after class. Please allow at least one week to arrange appropriate classroom or testing accommodations. Students are expected to lift patients in a safe manner and be free from physical restrictions. Students are expected to lift (with assistance) 150 pounds and have free range of motion in all extremities. EMS students are part of the 911 response and are expected to function in the same physical/emotional capacity as the responders themselves. Additionally, students must be able to pass a random drug test if requested, No student can be under "pain management program "or impaired by any substance whether prescribed by a licensed physician or other health care provider at anytime during the program of study.

FERPA:

Under the provisions of the Family Educational Rights and Privacy Act (FERPA) the progress of a student in a course at Citrus College can only be discussed with the student, unless the student agrees in writing to allow someone else to be apprised of their progress.

Emotional Maturity:

The training you receive demands emotional maturity. Students who do not exhibit those qualities both in the classroom and clinical settings will be asked to leave or be dropped. This is a demanding field of study and not everyone is emotionally prepared to be successful. Because the college seeks to provide a reasonably safe environment for Emergency Medical Technician (EMT) students, faculty and for the clients entrusted to their care, a student may be required during the program to demonstrate s/he physical and/or emotional fitness to meet the requirements of the course. Such essential requirements may include the ability to perform certain physical tasks, and suitable emotional fitness. The faculty reserves the right to ask an EMT student to submit to psychological testing or counseling if deemed necessary. The cost of this testing/counseling will be the responsibility of the student. Any appraisal measure used to determine such medical/or emotional fitness will be in compliance with section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

Citrus College

EMT

COURSE INFORMATION AND SYLLABUS

Page 5

Disruptive Behavior

Disruptive classroom behavior, including sleeping, eating, engaging in side conversations, studying for another class, or any other activity that interferes with learning, is unacceptable and the disruptive student will be asked to leave the classroom. An absence will then be recorded for the entire session. Classroom seating arrangements may be assigned, moved or changed periodically to stimulate class interaction. Leaving the classroom is allowed only in an emergency. Leaving in the middle of the class for any reason is disruptive and not acceptable. Leaving before the end of the class will be considered an absence. All students are required to review the student code of conduct (BP 5500). This document can be found on the Citrus main web page.

EMS Prep 100:

Concurrent enrollment or completion of EMS Prep 100 is required to complete EMT-B

Cheating/Plagiarism/Falsification of Records

Students who plagiarize, cheat or falsify records will be asked to leave and will receive an "F" in the class. NO EXCEPTIONS!

Cell Phones

Cellular phones and similar devices are prohibited in the classroom, lab and clinical ride-along facilities. Students caught talking on cell phones or text messaging during class, clinical or ride along rotations may be immediately asked to leave by staff and will be dropped from the program.

Make up exam and final

One make-up exam will be given due to absence only. Only one attempt is allowed for the final examination. Students must achieve an 80% or better to pass, and must pass the Fisdap at 70% on one of two attempts to be eligible to take the NREMT

Individual Malpractice Insurance

Each student is required to obtain individual mal practice insurance at the same time they turn in their physical/TB test. The insurance may be obtained through www.hpsa.com for a very nominal amount.

Citrus College
EMT
COURSE INFORMATION AND SYLLABUS
Page 6

Equipment:

Students are required to have the following items by the second week of class:

- Stethoscope
- B/P cuff (do not purchase one where the stethoscope and cuff are attached, i.e. home model)
- Approved Citrus EMT Uniform Polo Shirt
- Blue cotton twill form fitting pants (e.g. Dickie brand)
- Penlight
- Safety glasses
- Wristwatch
- EMS scissors (optional)
- 882-E scantrons (8), 884-E scantrons (2)
- Pencils/pens

Each EMT student must be able to communicate equivalent to the 9th grade 8th month level without exception.

**OBJECTIVES, RATIONALES, AND STUDENT LEARNING OUTCOMES
Related to Communication Skills**

OBJECTIVE	RATIONALE	STUDENT LEARNING OUTCOMES
A. The student will demonstrate effective verbal communication in English.	Relates to the need for verbal exchange of information among people in the clinical setting, such as shift-change report and leadership of other team members.	The student will give a verbal statement as directed. The statement will be clearly understandable and will be consistent with the directions given by the instructor.
B. The student will demonstrate effective written communication in English.	Relates to the need for written communication among health care providers in the clinical setting, such as documentation in patient care reports (PCR) and charts.	The student will write a narrative report from data supplied in various forms including written input, verbal input, and visual observations. The report will be legible, will have correct spelling and punctuation, and will demonstrate the proper use of grammar.
C. The student will demonstrate the ability to correctly interpret and act on verbal communication.	Relates to the need for verbal exchange of information among people in the clinical setting, and the need to take actions based on the information received.	The student will correctly perform one or more tasks as given in a verbal directive.
D. The student will demonstrate the ability to correctly interpret and act on written communication.	Relates to the need to interpret data (e.g. MD orders, and Preceptor direction) in the clinical and ride-along setting, and to take appropriate actions based on the data.	The student will correctly perform one or more tasks as directed in a written statement.

Citrus College

EMT

COURSE INFORMATION AND SYLLABUS

Page 7

College Success Tips

Organization tips

Attend all classes.
Arrive to class on time. Don't be tardy.
Stay for the entire class. Do not leave early unless permission is given.
Read the textbook or other assigned material before coming to class.
Come to class fully prepared to discuss the subject.
Make a note of all assignments and homework in an assignment calendar.
Take thorough notes during class. Review them regularly.
Ask questions during class if you need clarification on anything.
Review your notes immediately after class.
Plan to spend approximately two hours outside of class in study time for each one hour of classroom time for the course.

Study tips

Schedule regular study sessions. Plan sessions for when you are most awake and alert.
Find a place to study that provides the type of environment that works best for you. Some students need a quiet place, while others need "background noise" to concentrate best.
Join a study group with other members of your class.
Study in short, frequent sessions.
Take regular breaks.
Read the textbook and highlight key concepts and vocabulary words.
Make notes from the textbook.
Combine these notes with notes from the classroom.
Review these notes regularly.
Use note cards or flashcards to help you learn the material.
Recite the material out loud to reinforce your learning.
If any item is unclear, write down your questions and bring them to class.

Tips for taking tests

Review your notes and flashcards immediately before class.
Follow all test directions.
Read each question slowly and completely for a clear understanding of the question.

Changes to Syllabus or Course Outline

The Instructor (s) reserve the right to make changes in the course outline, the course syllabus, or the instructors' individual syllabi as needed

Citrus College

EMT

COURSE INFORMATION AND SYLLABUS

Page 8

Health Insurance Portability and Accountability (HIPPA)

EMT students shall be bound by all applicable provisions of the HIPAA Act of 1996 and shall, upon request by clinical, college, and ambulance site administrators are required to sign such declarations to maintain confidentiality of patient information obtained through all clinical activities as mandated by clinical sites utilized by the EMT program.

Patient Rights and Respect for Individual

Every person has a right to privacy in all aspects of life, and only that person can give permission to waive that right. Health care professionals must respect the confidentiality of all information which is procured in the process of treating the patient, including psychological, physiological, social, and institutional information, be shared only with pertinent staff, faculty, and fellow students. Names of patients may **NEVER** be revealed to other students, family, and friends.

Social Media -HIPPA

EMT students must be mindful that posting **any** information on or communication within social media sites (Blogs, twitter, etc.) can be construed to be in violation of HIPPA rules and are subject to monitoring and/or subpoena by plaintiff attorneys and law enforcement.

Citrus college student EMTs are prohibited from violating any and all HIPPA rules which result in immediate expulsion from the program and expose the EMT student personally, to potential criminal and civil liabilities.

ELIGIBILITY FOR NREMT BOARD EXAMINATION

Students are eligible and released to take the NREMT when they have met ALL the following criteria:

1. Receive an 80% or higher on the in class final examination (one attempt only)
2. An 80% course overall grade point average
3. Pass with a 70% one of two proctored attempts Fisdap final exam software (two attempts, you need only pass once)
 - **Please note: A student could pass the class and not pass Fisdap testing which precludes them from taking the NREMT board exam.**

Student Learning Outcomes

1. Identify and explain the use of a 12 lead EKG
2. Analyze and identify surface anatomy

3. Express an understanding of the principles of emergency medical service legal regulations.