

Syllabus Spring 2021-2022



South Portland, Maine 04106

Emergency Medical Services Department

Title: Emergency Medical Technician

Catalog Number: EMST 125 B1 & B2

Credit Hours: 7 (4 Lecture/3 Laboratory)

Total Contact Hours: 150 hours (60 Lecture/90 Laboratory)

Lecture: Tuesday, 5pm-9pm, Midcoast Campus, LLBean Health/Science Bldg, Brunswick

Laboratory: Monday Lab 5pm-830pm, Midcoast Campus, LLBean Health/Science Bldg, Brunswick

All other labs: (W,TH,FR) are 5pm-8pm, Midcoast Campus, LLBean Health/Science Bldg, Brunswick

Lead & Lecture Instructor: Tim Beals

Office Hours – Location: By Appointment

Contact Information: tbeals@smccme.edu

Cell Phone: 207-314-6680

Laboratory Instructors: George Murphy, Jason Goldman, Ted Mahar, Tim Beals

Contact Information: TBA

Clinical Coordinator: Donald Sheets

Office Hours – Location: By appointment in Jewett 105

Contact Information: dsheets@smccme.edu

Program Director: Leah Mitchell

Office Hours – Location: Mon & Thurs 9-noon in Jewett 105

Contact Information: lmitchell@smccme.edu

Course Syllabus

Course Description

This course is designed to give students, through lecture, practical lab, and clinical experience, the entry-level knowledge and skills necessary to provide basic emergency medical care and transportation for patients who access the emergency medical system. Upon successful course completion, students are eligible to take the National Registry of Emergency Medical Technicians (NREMT) certification examinations, at the EMT level. Students will perform interventions necessary to provide patient care and transportation including patient assessment, airway management, oxygen administration, CPR, spinal motion restriction, shock management, bandaging, splinting, and medication administration. Knowledge and skills obtained at the EMT level provide the foundation for advancement to Advanced EMT and Paramedic.

COREQUISITE COURSES: None

PREREQUISITE COURSES: None

Course Objectives

At the successful completion of this course, the EMT student will be able to:

1. Perform an appropriate medical examination on a patient requiring emergent and non-emergent medical care and transportation.
2. Demonstrate various emergency medical technician skills and interventions.
3. Choose, interpret, and implement a treatment plan for a sick or injured patient requiring intervention by an EMT using standing orders and protocols.
4. Differentiate patient care needs based upon social, physical, age-related, and cultural variances.

5. Describe the appropriate medical and legal considerations in providing non-emergent and emergency care.
6. Operate as an essential member of the healthcare continuum.
7. Demonstrate the characteristics expected of an EMS Professional.

Methods of Instruction:

This course will rely on the usage of lectures, discussions, presentation, physical demonstrations, laboratory and breakout sessions, computer based on-line materials, and clinical field experiences.

Topical Outline of Instruction SMCC EMS Department

Week/ Date	Lecture Topic(s)	Laboratory Topic(s)	Assignments
1/11	EMT Program Orientation	N/A	Brightspace assignments
1 1/17	EMS Systems Workforce Safety & Wellness Medical, Legal & Ethics Communications & Documentation	No Monday Lab-college closed Personal Protective Equipment (PPE) Lab Vital Signs Assessment Lab	Brightspace assignments AAOS 1, 2, 3, 4
2 1/24	Medical Terminology The Human Body Life Span Development	Airway & Breathing Management Lab	Brightspace assignments AAOS 5, 6, 7 Weekly Quiz AHA BLS Provider HeartCode
3 1/31	Lifting & Moving Patients A Team Approach to Healthcare Patient Assessment	AHA BLS Provider RA HP-CPR Provider Communicating Patient Death Lab	Brightspace assignments AAOS 8, 9, 10 Weekly Quiz
4 2/7	Airway Management Principles of Pharmacology Shock BLS Resuscitation	Splinting Lab	Brightspace assignments AAOS 11, 12, 13, 14 Weekly Quiz
5 2/14	Medical Overview Respiratory Emergencies Cardiovascular Emergencies	Lifting & Moving Lab Spinal Motion Restriction Lab	Brightspace assignments AAOS 15, 16, 17 Sectional Exam 1 (Ch. 1- 14)
6 2/21	Neurological Emergencies GI & GU Emergencies Endocrine & Hematological Emergencies Gynecological Emergencies	No Monday Lab-College closed Wound Management Lab	Brightspace assignments AAOS 18, 19, 20, 24 Weekly Quiz
7 2/28	Allergy & Anaphylaxis Toxicology Behavioral Emergencies	12-Lead Electrocardiogram Acquisition Lab Patient Restraint Lab	Brightspace assignments AAOS 21, 22, 23 Weekly Quiz
8 3/7	Trauma Overview Bleeding Soft Tissue	Medication Administration Lab	Brightspace assignments AAOS 25, 26, 27 Sectional Exam 2 (Ch. 15-23)
3/14 -3/19 Spring Break- No Classes			
9 3/21	Face & Neck Injuries Head & Spine Injuries Chest Injuries	Peer Review & Instructor Verification Lab	Brightspace assignments AAOS 28, 29, 30 Weekly Quiz

Week/ Date	Lecture Topic(s)	Laboratory Topic(s)	Assignments
10 3/28	Abdominal & GU Injuries Orthopaedic Injuries Environmental Emergencies	Patient Assessment Lab	Brightspace assignments AAOS 31, 32, 33 Weekly Quiz
11 4/4	OB & Neonatal Care Pediatrics	Patient Assessment Lab	Brightspace assignments AAOS 34, 35 Weekly Quiz
12 4/11	Geriatrics Special Challenges	Delivery, Maternal Care, Newborn Care, and Neonatal Resuscitation	Brightspace assignments AAOS 36, 37 Weekly Quiz
13 4/18	Transport Operations Vehicle Extrication & Special Rescue	No Monday Lab-College closed Peer Review & Instructor Verification Lab	Brightspace assignments AAOS 38, 39 Sectional Exam 3 (Ch. 24-37)
14 4/25	Incident Management Terrorism Response & Disaster Management	Summative Scenarios	Brightspace assignments AAOS 40, 41 Weekly Quiz
15 5/2	Case Studies Exam Preparation	Summative Scenarios	Brightspace assignments Weekly Quiz
Finals 5/9	Final Exam to be taken on campus in place of Lecture. 5pm on 5/10/22	Summative Scenarios (<i>Make Up</i>)	Final Summative Cognitive Examination
The above schedule is subject to change			

Course Requirements

All students must be aware that EMST courses require they achieve a score of 75 points or higher to receive credit for the course towards National Registry Certification and Maine EMS Licensure. If the student's final grade for the course is not a C or higher, they will need to repeat the course for the purpose of certification and licensure.

Cognitive Domain Objectives

75 Points

To complete the cognitive domain objectives for the course, all the following objectives must be completed.

Objective 1: Formative Assessments

33%

This course will include a combination of quizzes and assignments that will check the student's knowledge, application, and critical thinking of topics from readings, lectures, and on-line assignments. The objective will be awarded a percentage (%) of the student's average of all quizzes and assignments in course. As an example, an average of 80% in this objective will award the student 16 of the 20 points available.

AAOS Navigate: The student will be required to complete work directly through the link in Brightspace. The student will need an access code for Navigate (*it is packaged with your textbooks*). All due dates and deadlines for Navigate Advantage assignments and quizzes will be posted in Brightspace. No partial or make up credit will be provided.

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On-Line Brightspace Quiz and/or assignment: Quizzes and assignments will be posted on-line in the Brightspace associated with this course. All due dates and deadlines for the on-line quizzes and assignments will be posted in Brightspace. **No partial or make up credit will be provided.**

Classroom Quiz: A written quiz may be provided in class. All quizzes will be timed. If no time is specified it will be assumed that one (1) minute per question is available. Therefore, a ten (10) question quiz will have ten (10) minutes for completion. If a student is tardy, leaves early, or is absent from class without notification the student will receive a zero (0) for the quiz. No partial or make up credit will be provided.

Homework Assignments: The instructor will provide take home assignments that will need to be completed for the specified due date. Failure to return a fully completed assignment by the due date will result in a zero (0) for the assignment. No partial or make up credit will be provided.

Independent Study & On-line Assignment:

You will need to complete the assignments and present the certificate by the established due dates during the course. These assignments can be found in Brightspace under the Orientation section or under the assignments tab.

Objective 2: Formative Sectional Exams

33%

This course will include three (3) formative exams that will check the student's knowledge, application and critical thinking of topics from readings, lectures, and on-line assignments. The objective will be awarded a percentage (%) of your average formative exams and/or projects in the course. As an example, an average of 80% in this objective will award the student 16 of the 20 points available.

Sectional Exam: The student will complete three (3) sectional exams utilizing Respondus Monitor and Lockdown Browser. Sectional exam grades will be posted once the exam is closed and item analysis is completed. **Failure to take the exam during the exam period will result in a grade of zero (0) for the exam.**

Objective 3: Summative Final Exam

33%

This course will include a comprehensive program summative final exam that will check your knowledge of topics from readings, lectures, and on-line assignments. This exam is a cut score examination (*minimum score to pass*). The student will be provided two (2) attempts to pass the examination. A remediation report will be provided to the student after their first attempt. If the student passes on the first attempt they will receive 100%. If the student passes on the second attempt they will receive 75%. If the student fails to achieve the cut score on both attempts they will receive 0% for this objective.

This exam will take place in a proctored computer lab. Students will take their first attempt **May, 10, 2021 at 5pm, Midcoast Campus Brunswick**. If the student requires a second attempt at the exam, they will take it **May 16 at 0900, Midcoast Campus**.

Psychomotor and Affective Domain Objectives

25 Points

To complete the psychomotor domain objectives for the course, all of the following objectives must be completed.

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Objective 4: Psychomotor & Clinical Portfolio

Pass/Fail

The student will complete and/or maintain all skills identified in the psychomotor portfolio at the competency rates identified for the course. The psychomotor motor portfolio must be completed by **8 pm on May 13, 2021**. In the event that the student fails to complete the specified skills, assessments, and/or competency rates for the course, they will forfeit all twenty-five (25) points for the psychomotor objectives category.

Objective 5: Certification Program

Pass/Fail

The course will include a certification program. The student is required to complete the certification in accordance with the standards established for the program. In the event that the student fails to complete the specified certification program, they will forfeit all twenty-five (25) points for the psychomotor objectives' category.

The student will complete American Heart Association (AHA) Basic Life Support (BLS) provider course. No current certifications will be accepted as the student must have their proficiencies verified as a component of the course and Program standards. No fees for the certification will be waived. Students that do not complete their AHA CPR objectives by the due date in the course syllabus will be REQUIRED to attend the remediation session on either **Tuesday February 15th at 1 pm – or - Wednesday February 16th at 5 pm** in South Portland. Failure to attend the remediation session will result in the failure of the Certification. ***Students cannot successfully complete EMST 125 without an issued CPR certification from the course.***

Objective 6: Formative Affective Domain Assessment

25 points

The student will be assessed on a weekly basis by faculty in all Emergency Medical Technician classes for a comprehensive weekly assessment. The assessment will start on Friday at 3 pm EST and end on Friday the next week at 3 pm EST. During finals week the assessment will start on Friday at 3 om EST on the previous week and end at the close of grades as established by the

College. In the event that a student receives an incomplete, incomplete plan will include a plan for the assessment of their affective domain score during the period.

The student will be notified by email from the Lead Instructor if they have received an affective domain evaluation that is less than a two (2) in all categories. Students are reminded that grading is comprehensive, behavior outside of class effects grades in Emergency Medical Technician classes for the semester. The table below will be the grading rubric. Please see the “Basic Life Support Program Affective Domain Assessment Policy” for further information.

Grading Rubric:

Score	Attendance	Health & Safety	Behavior	Participation
2	Attended all classes, not late, and did not leave early (<i>includes breaks</i>)	Adhered to assigned uniform code – Meets all health and safety requirements!	Adheres to EMS Department & the College code of conduct	Student actively and positively participates in all aspects of the day
1	Left early or tardy, without proper notification (<i>includes breaks</i>)	Minor uniform code violation	Warned for minor code of conduct violation and behavior is immediately ceased	Student is reminded to stay on task

<u>Score</u>	<u>Attendance</u>	<u>Health & Safety</u>	<u>Behavior</u>	<u>Participation</u>
0	Did not attend & failed to follow notification process (<i>counseling session</i>)	Major uniform code violation (<i>student sent home and counseling session</i>)	More than one warning for minor violation or major violation (<i>student sent home and counseling session</i>)	Student is reminded more than once to stay on task (<i>student sent home and counseling session</i>)

The student will lose five (5) points from their total Affective Domain points for each point lost for the overall weekly domain assessment. The overall assessment provides a final score of two (2), one (1), or zero (0). A student that receives a one (1) for attendance and preparation, will only lose five (5) points from the affective domain grade as the overall score for the week would be a one (1)

How to succeed

1. The student is to be prepared for the class session by completing all assigned reading and work assignments for the day. **Keep up with the weekly assigned readings.** This course proceeds at a fast pace. If you get behind, it can be a lot of work to keep up.
2. The student is expected to attend all class sessions and be on time. The student will manage their absences, to facilitate their needs. You can't learn if you are not here.
3. The student will make up all missed work on his or her own time.
4. Ask questions in class. If you don't understand something, chances are that others don't understand it either. If you need extra help, ask us.
5. The student is expected to dedicate an average of **one (1) to three (3) hours per credit per week** outside of class to study, review and complete assignments.
6. You are entering the healthcare profession and professional behavior is expected at all times. Students with inappropriate behavior will be asked to leave class for the day. Repeated incidents may result in dismissal from class. The student is expected to be respectful of fellow class members, the instructors and the college.
7. In the realm of Emergency Medicine our patients rarely get a second chance. You want to view your first opportunity as your only opportunity to affect your outcome, study for assessments, exams and quizzes as if there isn't a second chance.

EMT Program and Clinical Handbooks

In addition to this syllabus, the course will be governed by all academic policies of College, the EMT Program, and Clinical Handbook.

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Student Evaluation and Grading

75% Cognitive Domain Objectives
25% Psychomotor and Affective Domain Objectives

Grading Scale:

A =	93-100	C =	75-77
A- =	90-92	C- =	70-74
B+ =	88-89	D+ =	68-69
B =	83-87	D =	60-67
B- =	80-82	F =	Below 60
C+ =	78-79		

All students must be aware that the Emergency Medical Technician course requires they achieve a score of 75 points or higher to be eligible to sit for National Registry Certification and apply for Maine EMS Licensure. If the student's final grade for the course is not a 75% or higher they will need to repeat the course for the purpose of certification and licensure.

No late work will be accepted in this course. As computer access is a requirement for this course and provided by the college, students are expected to deliver the work by the assigned time regardless of attendance at the course.

No individual extra credit will be provided in this course.

Text, Tools and / or Supplies

Required Texts:

- **AAOS Emergency Care and Transportation of the Sick and Injured, 12th edition** ISBN: 9781284204308
 - Jones & Bartlett Navigate Advantage access is required
- **American Heart Association Basic Life Support (BLS) Heart Code** – Provided as part of the course

Tools:

- Computer with internet access
- Time keeping device to assist with taking vital signs
- Note taking materials (*pen & paper*)
- Clothing worn to class needs to allow you to perform physical activities such as sitting, kneeling, and laying on the floor

NREMT CERTIFICATION & MAINE EMS LICENSURE

A student that wishes to become a licensed Emergency Medical Technician in the State of Maine or other States must complete a final licensure practical & written examination. For the purpose of college credit, the student does not have to complete the State Practical Exam or National Written Exam. If the student chooses not to complete the State & National exams during the College's provided time it will be the student's responsibility to locate alternative testing arrangements if they wish to become licensed.

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Related Examination Fees:

National Registry On-Line Examination fee \$98.00/attempt (*On-line payment to NREMT*) for licensure candidates only. ***Fee is set by the Registry and subject to change without notice.*** Exams will be scheduled through a Pearson Vue testing center by the student. Most current information is available at: <https://www.nremt.org/EMT/Certification>

Practical Skills Evaluation fee \$125.00 (*Payment to SMCC billing office*) for licensure candidates only. Exams will be held on **Saturday, May 14, 2021** in the Health Science Center, 79 Fort Road, South Portland, ME at 9:00 am – 5:00 pm EST.

Attendance Policy

Please review the EMT Program Handbook for the attendance standards.

A student may be absent for 3 class (Lecture/Laboratory) sessions but should make every effort to attend all classes. **The 4th class (Lecture/Laboratory) session missed will result in the receipt of an unexcused absence (peroccurrence) in accordance with the affective domain policy** It is the responsibility of the student to manage their absences accordingly. Please notify your instructor of any known scheduling conflicts.

Lecture Cancellation Policy

If lecture is cancelled due to weather or another short-term reason beyond control of this program, students will be required to complete the Make-Up content in Brightspace for that week. Students will follow all instructions for the Make-Up packet and upload it to Brightspace by NO Later than the day before the next class lecture section meets.

End-of-Course Evaluation

Students complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal. Students can access the course evaluations beginning one week before the end of classes. The deadline for submission of evaluations occurs Monday at 5 p.m. following the last day of the class. You will receive an e-mail to your student e-mail account when course evaluations are available.

For Classes with any Face-to-Face Component

While the syllabus represents current plans, there may be changes during the semester in response to the on-going Covid-19 pandemic. Depending on the progression of the virus, it is possible that the College may have to suspend face-to-face instruction for part of the semester. If we must stop face to face instruction anytime during the semester, your instructor will contact you via your SMCC email or the Brightspace course homepage to discuss next steps for the course.

ADA Statement

Southern Maine Community College is an affirmative action institution and employer. For more information, please call (207) 741-5798. If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923. Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

The Learning Commons

The library, tutoring and writing centers, and reference/research assistance (typically located on the second floor of South Portland's Campus Center and in the Midcoast's LL Bean Learning Commons and Health Science Center) will be fully available online during the Fall (2020) **2021** semester.

Here you can find free academic support through individually scheduled and drop in, online tutoring. You can also find information literacy/research librarians, and professional academic strategy/planning mentoring online. While the physical space of the Learning Commons will not be available at this time, we can also work with you to set up zoom classrooms for small group study. Services are offered by appointment or as drop-in assistance.

To access services:

- Visit My Learning in My Maine Guide or
- Select the "tutoring needed or need help?" button if it appears inside your Brightspace course.

Whether On Site or Online, students have consistently reported that the Learning Commons is a friendly, risk-free, and helpful place to seek academic support. It has also been shown that those who make use of the Learning Commons do better in a course than those who do not. We strongly encourage you to take advantage of this valuable and enjoyable resource.

SMCC Pay-for-Print Policy

Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The College's pay-for-print system monitors printing on all printers (including those in general access labs, library printers, Tutoring Services, Campus Center Lounge and technology labs). Be sure to log OUT of the system when you've finished your printing, to prevent unauthorized access to your account. Students can check the number of pages they have printed by using the Printing Balance tool available on SMCC computers (located in the lower right corner of the screen, near the clock). Departments with work study students who need to print documents for the department should contact the Help Desk at 741-5696 to have a special account set up. To find ways to reduce your printing charges, please go to the IT Help tab on My SMCC. If you have questions about the pay-for-printing policy or your printing charges, please contact the Help Desk at 741-5696 or send an e-mail to helpdesk@smccme.edu.

Print jobs are eligible for a refund in the ~~SMCC EMS Department~~ ^{SMCC IT Department} for electronic error on the part of the printer, print server, or software used to submit the job. Jobs are not eligible for a refund in cases where the job was not set up correctly, was submitted multiple times, or the student is not satisfied with the result. To request a refund, please bring the offending print to the IT Department in the basement of the Ross Technology Center. Refunds will be granted in the form of a credit to the student's account.

Add-Drop Policy

Students who drop a course during the one-week "add/drop" period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance.

Withdrawal Policy

A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the Fall and Spring semesters and the second through ninth week of twelve-week Summer courses. This period is pro-rated for shorter-length courses, usually 75 percent of course meeting times; please check with the Registration Office. To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Registration Office. This process must be completed either in person or by using SMCC e-mail accounts.

Plagiarism Statement

If an instructor suspects that a student has knowingly committed a violation defined in the Maine Community College System Policy on Student Grade Appeals and Academic Misconduct, the instructor has the authority to review the alleged misconduct and determine the grade that the student should receive for the assignment and the course. The instructor may assign a failing grade for the assignment or course and may require the student to complete additional work for the course. The instructor may consult with the department chair and/or the College's chief academic officer prior to making such decisions. If a student seeks to challenge an instructor's determination, the student should submit a grade appeal. Grade appeal forms are available in the Advising Office on the South Portland Campus or in the administrative offices in the Learning Commons on the Midcoast Campus. An instructor may also refer the matter to the College's disciplinary officer for review under the procedures of the MCCC Student Code of Conduct.

SMCC EMS Department
Southern Maine Community College
Emergency Medical Services Department

Syllabus Acknowledgement

Student Name: _____ **Course:** **Emergency Medical Technician**

I have been given a copy of the syllabus for the above listed class, and I have reviewed the syllabus and asked the instructor questions clarifying the expectations for this course. Please read and initial each statement below:

- _____ I have reviewed and understand the course schedule. I understand that the course schedule may change at the discretion of the instructor and a new syllabus will be made available to me upon the change if necessary.
- _____ I have reviewed and understand the student grading and evaluation process. I also understand what is required of me for cognitive, psychomotor, affective and clinical objectives and/or evaluation.
- _____ I understand how to log into the College portal and/or Brightspace system as needed for the course. I understand this is where my current estimated grade will be maintained for my review.
- _____ I have reviewed and understand the attendance policies for the course.
- _____ I understand what textbook and materials are required for this course.
- _____ I understand that in addition to this syllabus I am also governed by the College code of conduct, College policies as indicated in the current course catalog and compass, clinical handbook and the program handbook all located at www.smccme.edu.
- _____ I have reviewed and understand the ADA Statement.
- _____ I have reviewed and understand the Add-Drop Policy.
- _____ I have reviewed and understand the Withdrawal Policy.
- _____ I have reviewed and understand the Plagiarism Statement.
- _____ I have reviewed and understand the SMCC Pay for Print Policy
- _____ I have reviewed and understand the process for Course Evaluation.

I acknowledge that I have received the syllabus and that I was afforded an opportunity to ask questions for clarification.

Student Signature

Date

Parental Signature (if under 18 years of age or enrolled in High school)

Date