



EMSP 1205.302CL
Emergency Medical Responder/Emergency Medical Attendant
Fall 2022
Monday through Thursdays 9:19 am to 11:19 am

Instructor Information: Autumn Thomas, athomas43@com.edu, 281-229-7853

Student hours and location: Classes will meet on the campus of Dickinson High School, 3900 Baker Drive, Dickinson, TX 77539. The hours of the class will be 9:19 am to 11:19 am.

Required Textbook/Materials:

The following textbook is required for this course.

- Emergency Medical Responder (Textbook), Seventh Edition, AAOS (Students can borrow a class copy from the classroom).
- Jones and Bartlett, Navigate Premier, Emergency Medical Responder (online learning platform) (FHS will provide for students).

Course Description:

As an Emergency Medical Responder (EMR) you will learn how to stabilize a patient prior to the arrival of Emergency Medical Services (EMS).

The Emergency Medical Responder course is a 80-hour course and meets the National Standard Curriculum core competencies. The course consists of both classroom lectures and hands-on skills training covering patient assessment, treatment, and the use of various medical equipment.

Individuals successfully completing this course will be eligible to sit for the National Registry Cognitive Exam and certification through the Texas Department of State Health Services (DSHS) as an EMR.

Course requirements: Students will be expected to read the chapter prior to coming to class to help in the facilitation of discussion/participation. Students are also required to complete any homework that has been assigned prior to the start of class. Students will take their assessments online through Jones and Bartlett Navigate. Students are expected to put in time outside of class in order to be successful in this class.

Determination of Course Grade/Detailed Grading Formula:

Exams: 25% of grade

- most are noted on the class schedule; however, notice will be given at least 1 class period prior to any supplemental exams
- all exams are cumulative
- *Three (3) exams of five (5) grades of less than 70% will result in dismissal from the course.*

Final Exam: 20% of grade (cumulative)

****to be eligible for retest, must have 75% exam average AND 75% average in class*

****Re-takes are granted upon **written request**—must submit **within two business days** of Final Exam. Written request must state current overall grade and exam average.*

Quizzes: 15% of grade

- some announced 1 class period prior to class
- some “Pop Quizzes”
- quiz grades for skills testing days assigned based on number of skills passed on first attempt

Homework/Preparation: 15% of grade

- all at the discretion of the instructor

Activity/Participation: 15% of grade

- all at the discretion of the instructor
- class participation
 - group project grades
 - if not present, no grade for assignment and NO MAKE-UP
 - If homework/preparation not complete, you will not be allowed to participate in the day’s activity

Professionalism: 10% of grade

- at the discretion of the instructor
- attendance/timeliness
- appearance
- class participation
- general demeanor (respectfulness, willingness to help classmates, etc.)

Grading Scale:

90-100	A
80-89	B
75-79	C
below 75	F

***Requirements to pass—75% overall and 75% on Final (regardless of overall grade) and successful completion of basic skills testing and completion of minimum contact hours.*

Methods: EMR’s require a significant knowledge base to be effective. Lectures (including demonstrations and AV aids) are the primary mode of communicating knowledge objectives. Learning is

significantly increased when students have reviewed, and preferably, read chapters prior to class. Students should also take brief notes during lecture to assimilate with other materials later.

Homework is assigned to encourage students to keep up with the pace of the class.

Skills: To be an EMR/ECA you must also learn to *do* what EMR's/ECA's do. Instructors will provide an initial demonstration of each skill and guidance during practice. However, students must rely heavily on Skills Sheets (printed grading criteria found in EMR Packet) and their own motivation to be EMR's. Only perfect practice, practice, practice will allow the student to perform under pressure.

Students must demonstrate mastery of skills during “Skills Testing” sessions.

- If a skill is failed on the first attempt, the student will be allowed to retest--not necessarily on the same day. **A failure on the second attempt results in dismissal and a course grade of “F.”**
- If a student **fails 6 of 11 skills during the semester**, he or she will be dismissed from the program and receive a **course grade of “F.”**

Methods Disclaimer: *Public service careers of any type require exceptional mental clarity and stability. To develop those skills, there will be various scenarios and exposure to a multitude of topics, images, and videos which would be distasteful or even disturbing to the average college student. If you believe you may have a problem with this, see the Program Director as soon as possible for more information and guidance.*

Late Work, Make-Up, and Extra-Credit Policy:

Any and all work may be turned in *prior to the due date*. If a student provides notice at least 2 class-periods prior to a planned absence, any work that would have been missed will be administered during the class period just prior to the absence.

Quizzes and Homework: MUST be turned in on or before the date due. *NO makeup work will be assigned.*

Attendance Policy: mandatory; decrements will be noted in ½ hour segments. At eight (8) hours of absence, the student will be dismissed. It is the *student's responsibility* to sign in each day as verification of attendance. Failure to do so constitutes an absence for the entire class period.

Lead instructors will make every effort to provide verbal and written warnings, but it is the student's ultimate responsibility to keep track of their absences.

Exams: by special arrangement with the instructor, exams must be made up before school, after school, during tutorials or make an appointment with Mrs. Thomas. If you know you will be missing the exam in advance, you must notify Mrs. Thomas in advance.

—**Skills:** If a student is absent during skills labs and/or skills testing times, they must make arrangement with the lead instructor to make up those skill days. **Hours:** Arrangements *may* be

made as appropriate and available to recover lost hours. Speak with the lead instructor *prior to* missing **8 hours**.

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via Blackboard or other LMS)

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Cognitive: Students will be able to apply life-saving knowledge at the EMR/ECA level.	Empirical and Quantitative Skills: to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions	Departmental Final Exam
2. Psychomotor: Students will be able to demonstrate life saving techniques at the EMR/ECA level.	Teamwork: to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal	Final Skills Testing
Affective: Students will display the proper attitude expected of an EMR/ECA level.	Communication Skills: to include effective development, interpretation, and expression of ideas through written, oral, and visual communication	Final Affective Evaluation

Academic Dishonesty:

Academic dishonesty *will not* be tolerated within the College of the Mainland EMS Program. Disciplinary action will include, but is not limited to, recording a “0” for the assignment. Dismissal is likely in incidents of cheating or falsification of clinical documents. *NOTICE: Falsification of any program document is grounds for immediate dismissal and may result in a report of all personnel involved under Texas Administrative Code RULE §157.36.*

Plagiarism: Plagiarism is using someone else’s words or ideas and claiming them as your own. Plagiarism is theft and a very serious offense. Plagiarism includes paraphrasing someone else’s words without giving proper citation, copying directly from a website and pasting it into your paper, using someone else’s words without quotation marks. Any assignment containing any plagiarized material will receive a **grade of zero** and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

Student Concerns: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Michael Cooper at (409) 933-8198.

EMS Chain of Command: In order to develop workforce-related professional skills, we employ Chain of Command policies similar to those seen in the workplace.

1. If you have a problem or question, first consult the syllabus.
2. Verbally discuss the issue with the Lead Instructor.
 - a. Follow up with an email TO the LEAD INSTRUCTOR summarizing the meeting and your understanding of the outcomes.
 - b. If you were dissatisfied with the outcome, proceed to Step 3.
3. Forward your summary of initial meeting to the Program Director (Michael E. Cooper, mcooper18@com.edu , 409-933-8198) and Lead Instructor. You should also state your desired outcome and justifications for that outcome.
 - a. You will likely be asked to meet in person with the Program Director.
 - b. As before, prepare a follow-up email summarizing the outcome of the meeting.
 - c. If you are dissatisfied with the outcome, you should proceed with Step 4.
4. Forward your summary of initial meeting to the Dept Chair Dr. Carla Boone (cboone@com.edu 409-933-8616) the Program Director and the Lead Instructor. You should also state your desired outcome and justifications for that outcome.
 - a. You will likely be asked to meet in person with the Dept Chair.
 - b. As before, prepare a follow-up email summarizing the outcome of the meeting.
 - c. If you are dissatisfied with the outcome, you should refer to the Student Handbook for next steps.
<http://www.com.edu/student-services/student-handbook.php>

****NOTE:** This process is not meant to be a barrier to you, but instead to provide the following benefits:

- preparation for the workforce
- proper complaint/incident process
- practice in professional documentation
- ensures that issues are managed as close to the source as possible

Course outline: See below

Institutional Policies and Guidelines

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. <https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.* https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to set up their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1st 8-week session is October 5. The last date to withdraw from the 16-week session is November 18. The last date to withdraw for the 2nd 8-week session is December 1.

F_N Grading: The F_N grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F_N grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the F_N grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F grade

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

Resources to Help with Stress:

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered

with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at deanofstudents@com.edu or communityresources@com.edu.

Additional Guidance—EMSP Courses

☺ ☹ ☺ **Exceptions to ANY guideline or policy:** If you need to request an exception to any guideline in the syllabus, submit:

- A written request for an exception or variance via email
- Justification—why should you get an exception? The request states/illustrates why you “deserve” the exception
- The request details what you HAVE done to avoid needing the exception
- If you are requesting a deadline exception, give your proposed completion deadline and why that one will be achievable
 - **IMPORTANT NOTE:** once you are more than 60 days past your class Final Exam (for ANY reason), **you will be required to successfully pass a Competency Exam** to prove you have retained the information **prior to being awarded a Course Completion OR Authorization to Test.**

EMSP Conduct Requirements

Warning/Dismissal

A professional attitude and dress are expected at all times. Student should approach their courses with the same expectations of a job. If a student repeatedly acts in an unprofessional manner, does not wear the proper uniform and / or is late, that student can be “fired” in the form of receiving a failing grade for the course.

1. Failure to act in a *professional or unsafe manner* will result in dismissal from the class and, depending on the infraction, either a written warning or dismissal from the course.
2. Students may be dismissed from the course for:
 - Any behavior/action that is unsafe.
 - Performing interventions without proper authority.
 - Forging documents.
 - Any behavior judged “unbecoming” of an EMS Professional.
 - Failure on the part of the student to correct unacceptable behaviors may result in dismissal. The Program Director has final departmental authority on all decisions.

Students in disagreement with any disciplinary action may follow the Grievance Policy outlined in College of the Mainland’s Catalog.

Dress Code:**Hair:** clean, neatly groomed, of a color that could occur in nature

Hats: NONE in building or in the presence of helicopter rescue

Tattoos/Piercings: not allowed; cover tattoos

—**Shoes:** Closed toe shoes or professional work boots on skill days **Skills day:** Students must follow DISD dress code to include no skirts, no dresses, no exposing tops, etc.

Students will wear school appropriate clothes for all classes.

Conduct--Lab Rules: The lab is provided as place for hands-on learning. Please be respectful of other students and classes that also use the space.

- Treat equipment as if someone's life depended on it
- Put things back where you found them
- Realize that we occasionally have unannounced visitors—DO NOT place rescue mannequins in inappropriate poses.
- DO NOT TOUCH mannequins or equipment without qualified instructor present.

Conduct--Communication Devices: Students will follow the ISD Communication Completion/Certification Procedure:

1. Complete all requirements for EMSP 1205.

IMPORTANT NOTE: once you are more than 60 days past your class Final Exam (for **any** reason), **you will be required to successfully pass a Competency Exam** to prove you've retained the information **prior to being awarded a Course Completion**

2. Create a profile at NREMT.org.
3. Create a "NEW APPLICATION" at NREMT.org. This creates the place for the Program Director to confirm that you have completed the class.
4. Notify Program Director via email that your application is ready for approval.

IMPORTANT NOTE: once you are more than 60 days past your class Final Exam (for **any** reason), **you will be required to successfully pass a Competency Exam** to prove you've retained the information **prior to being awarded** Authorization to test with National Registry.

Program Director will generate and email a Course Completion Certificate (which has info you will need to fill out the Texas DSHS Form).

5. Once approved, login to NREMT.org, print your AUTHORIZATION TO TEST.
6. Visit PearsonVue.com to find and schedule a computer-based certification exam.
7. Begin the process of applying for Texas Department of State Health Services Certification (required to be eligible to work as an EMT in Texas):

Visit <https://dshs.texas.gov/emstraumasystems/certinfo.shtm> The entire procedure is detailed there.

Look for the link "EMS Certification—Initial" and look for the link that says **APPLY ONLINE**

Obtain the Course Number and Completion Date from the Course Completion Certificate provided by the Program Director.

Fill out the form and submit with required fees.

Obtain your FAST Pass Fingerprints (find live link within procedure link given above)

<https://dshs.texas.gov/WorkArea/linkit.aspx?LinkIdentifier=id&ItemID=8590006503>

Allow 6 to 8 weeks for processing.

Texas DSHS Functional Position Description



ECA / EMT / EMT-I / EMT-P / LP

Introduction

The following general position description for the ECA, EMT, EMT-I, EMT-P and LP is provided as a guide for advising those interested in understanding the qualifications, competencies and tasks required for emergency medical services certification. It is the ultimate responsibility of an employer to define specific job descriptions within each Emergency Medical Services (EMS) entity.

Qualifications

To qualify for EMS certification or licensure an individual must successfully complete a Texas Department of State Health Services approved course and achieve competency in each of the psychomotor skills. In addition the individual must achieve a passing score on the state written certification or licensure examination.

EMS personnel must be at least 18 years of age. Generally, the knowledge and skills required show the need for a high school education or equivalent. EMS personnel must have the ability to communicate verbally via telephone and radio equipment; ability to lift, carry and balance up to 125 pounds (250 pounds with assistance); ability to interpret written, oral and diagnostic form instructions; ability to use good judgment and remain calm in high-stress situations; ability to work effectively in an environment with loud noises and flashing lights; ability to function efficiently throughout an entire work shift; ability to calculate weight and volume ratios and read small print, both under life threatening time constraints; ability to read and understand English language manuals and road maps; ability to accurately discern street signs and address numbers; ability to interview patient, family members and bystanders; ability to document, in writing, all relevant information in prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and hospital staff as to status of patient. EMS personnel should possess good manual dexterity, with ability to perform all tasks related to highest quality patient care. Ability to bend, stoop and crawl on uneven terrain and ability to withstand varied environmental conditions such as extreme heat, cold and moisture is vital. The ability to work in low light, confined spaces and other dangerous environments is required.

Description of Tasks:

Receives call from dispatcher, responds appropriately to emergency calls, reads maps, may drive ambulance emergency site, uses most expeditious route and observes traffic ordinances and regulations.

Determines nature and extent of illness or injury, takes pulse, blood pressure, visually observes changes in skin color, auscultates breath sounds, makes determination regarding patient status, establishes priority for emergency care, renders appropriate emergency care (based on competency level); may administer

intravenous drugs or fluid replacement as directed by physician. May use equipment (based on competency level) such as but not limited to, defibrillator, electrocardiograph, performs endotracheal intubation to open airway and ventilate patient, inflates pneumatic anti-shock garment to improve patient's blood circulation or stabilize injuries.

Assists in lifting, carrying, and transporting patient to ambulance and on to a medical facility. Reassures patients and bystanders, avoids mishandling patient and undue haste, searches for medical identification emblem to aid in care. Extricates patient from entrapment, assesses extent of injury, uses prescribed techniques and appliances, radios dispatcher for additional assistance or services, provides light rescue service if required, provides additional emergency care following established protocols.

Complies with regulations in handling deceased, notifies authorities, arranges for protection of property and evidence at scene. Determines appropriate facility to which patient will be transported, reports nature and extent of injuries or illness to the facility, asks for direction from hospital physician or emergency department. Observes patient in route and administers care as directed by physician or emergency department or according to published protocol. Identifies diagnostic signs that require communication with facility. Moves the patient into the emergency facility from the ambulance. Reports verbally and in writing concerning observations about the patient, patient care at the scene and in route to facility, provides assistance to emergency staff as required.

Maintains familiarity with all specialized equipment. Replaces supplies, sends used supplies for sterilization, checks all equipment for future readiness, maintains ambulance in operable condition, ensures ambulance cleanliness and orderliness of equipment and supplies, decontaminates vehicle interior, determines vehicle readiness by checking oil, gasoline, water in battery and radiator and tire pressure.