



Course Syllabus

COURSE: EMSP 2205.200 EMS Operations
SEMESTER: Fall 2022
CLASS TIMES: Monday 08:30-13:30 (**ONLINE**)
INSTRUCTOR: Jacob Braddock M.S., NRP
OFFICE: Reese Center, Building 2, Room 211
OFFICE HOURS: Monday thru Thursday 1:30-4:00 via Blackboard collaborate, cell phone, or by email by appointment only.
OFFICE PHONE: 806-716-4877
E-MAIL: jbraddock@southplainscollege.edu
Facebook: <https://www.facebook.com/SPCEMSprogram>

“South Plains College improves each student’s life.”

GENERAL COURSE INFORMATION

It is the responsibility of each student to be familiar with the content and requirements listed in the course syllabus.

MISSION STATEMENT

To prepare competent entry-level Emergency Medical Technician-Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technicians, and/or Emergency Medical Responder levels

COURSE DESCRIPTION

This course includes a detailed study of the knowledge and skills necessary to reach competence in pre-hospital medical emergencies.

STUDENT LEARNING OUTCOMES

At the completion of the semester students will:
1. Understand the roles and responsibilities of a Paramedic within an EMS System.
2. Be able to apply the advanced concepts of development, pathophysiology, cardiology, medical emergencies, traumatic emergencies, and special populations in the assessment and management of emergency patients.
3. Be able to take a history and perform a comprehensive physical exam on any patient and communicate those findings to others.
4. Be able to communicate effectively with patients, co-workers and other health care professionals.
5. Be able to establish and/or maintain a patent airway, oxygenate, and ventilate a patient.
6. Be able to recognize and treat minor and life threatening emergencies of all natures in regards to the pre-hospital setting.

COURSE OBJECTIVES - Outline form (C-1, C-5, C-6, C-7, C-8, C-9, C-12, C-13, C-14, C-18, C-20; F-1, F-2, F-5, F-7, F-8, F-9, F-11, F-12, F-13, F-16, F-17)

At the completion of this course the student will have:
<ul style="list-style-type: none">The cognitive, psychomotor, and affective competencies in the recognition and treatment of prehospital emergencies.

<ul style="list-style-type: none"> • The cognitive, psychomotor, and affective competencies of prehospital patient assessment and airway management emergencies.
<ul style="list-style-type: none"> • The cognitive, psychomotor, and affective competencies of prehospital utilization of medications in treating emergency situations.
<ul style="list-style-type: none"> • The cognitive, psychomotor and affective competencies of pre-hospital cardiac emergencies at the Paramedic entry-level.

EVALUATION METHODS

Computer-based exams, written exams, written assignments, quizzes, and other projects as assigned.

ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Cheating - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

Any assignment **0 or F** will be given on any assignment or test that cheating was utilized. Offender maybe liable for being dropped from the course at the discretion of the instructor.

Plagiarism - Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

BLACKBOARD

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

FACEBOOK

The EMS Program has a Facebook page at <https://www.facebook.com/SPCEMSprogram> In addition to the South Plains College website; this Facebook page will be used to keep students up-to-date on program activities, weather delays, South Plains College announcements and will help with program recruitment. “Liking” the South Plains College EMS Program Facebook page is not mandatory, nor are personal Facebook accounts, in order to access this page.

SCANS and FOUNDATION SKILLS

Refer also to Course Objectives. Scans and Foundation Skills attached

SPECIFIC COURSE INFORMATION

TEXT AND MATERIALS TEXTBOOK

Publisher

ISBN#



Paramedic Care Volume 5- 5th Edition Pearson

9780134449753

ADDITIONAL CLASSROOM ITEMS

Students should come to class prepared with pens, pencils, and a spiral notebook for taking notes or completed quizzes or assignments in class. Students should be prepared to take notes over lecture material if they choose.

CLASS FORMAT

Zoom:

Lectures will be conducted live; but online via Zoom. On occasion, the instructor may, at his discretion, move the live, online lecture to another platform such as Blackboard Collaborate, GoToMeeting or another appropriate platform. Students will be told, in advance, if the class platform is changed from Zoom.

Skills Labs:

Skills labs will be held in person on the Reese Campus. The instructor will inform the students, in advance, of skills labs dates, times, and locations.

ATTENDANCE POLICY (*READ CAREFULLY)

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

Due to the importance of the emergency medical information being taught, the instructor of this course defines excessive absences as missing the 3rd class day (or having equivalent tardies) in a course section. A student who meets this criteria will be administratively dropped from the course by the instructor.

- Tardies: (Definition): arriving any time after the class has started or not returning from an approved break after class has started.
- Two tardies will be considered missing one class day and counted as such.
- **Work schedule** is **not** an excuse for missing class.
- Any exceptions to this policy must be discussed on an individual basis with the course instructor and the EMS Program Director. (i.e. – student hospitalization, immediate family member death, etc.).
- Policy for online course work is the same as face to face course work

DROPPING A CLASS

Students should submit a [Student Initiated Drop Form](#) online.

Students will not be required to obtain an instructor signature to drop, however, we do encourage students to communicate with instructors or advisors prior to dropping a course when they are able. **There will be no charge for drops for the fall or spring semesters.**

WITHDRAWING FROM ALL CLASSES

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting <http://www.southplainscollege.edu/admission-aid/advising/spcadvisors.php> or by calling 806-716-2366.

DROPPING A CLASS SCHEDULE CHANGE (after late registration and before census date)

To make a schedule change after late registration (August 28) and before the census date (September 9), students should submit a [Schedule Change Form](#).

After late registration, adding a class requires instructor approval. If a student is requesting to be added to one of your courses and you approve, please email registrar@southplainscollege.edu with your approval. This can take the place of signature on the Schedule Change Form that we have required in the past.

ASSIGNMENT POLICY

All assignments must be completed by the assigned due date. **Late and/or incomplete work will not be accepted and a grade of zero will be recorded.** Assignments, quizzes, exams, and skills that are missed due to an unexcused absence may not be made up. See the instructor for more specific information.

Documentation of Skills Labs:

Students will be solely responsible for documenting all skills labs on Platinum Planner. During skills labs, students will “create a lab” and document all peer and instructor skills check sheets on Platinum Planner. Students must assure proper peer and/or instructor signatures are properly obtained. **All skills lab documentation MUST be documented and submitted on Platinum Planner within 48 hours of the skills lab. Failure to submit skills documentation within this time frame will result in the student having to repeat those skills outside of designated skills lab times.** Repeated violations of this policy may result in termination from the Program.

COMPUTER USAGE

As computer technology in the field of emergency medical services continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College Reese campus. Students will be expected to utilize computers to access assignments and classroom resources. All registered students are supplied with a working email account from South Plains College. In order to take exams, students must have their user name and password.

ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USER NAME AND PASSWORD.

COMPUTER LAB USAGE

The computer lab(s) on campus may be used by students during scheduled open hours or as assigned by an instructor. Printer paper will not be provided by SPC EMS department for students to print materials but students may seek assistance from faculty to request lab paper from the college if needed. Lack of computer **lab paper is not an excuse for not having homework assignments, skills lab sheets, or any other required documents.** Students should come prepared for class.

PROCTORIO

This course uses a tool called Proctorio. Proctorio is a remote proctoring service software that works within your web browser to confirm student identity and monitor students taking quizzes/exams.

Before Using Proctorio

- In order to use Proctorio, you must have a **basic webcam or built-in camera with microphone** enabled on your laptop or desktop computer.
- You must have the **Chrome browser** on your computer. [Download Chrome.](#)
- You must install the [Proctorio Chrome extension \(Links to an external site.\)](#).
- Check the [Proctorio Minimum System Requirements \(Links to an external site.\)](#) to ensure Proctorio will work on your computer.
- You will also be required to show a **government or school issued ID** before accessing the **Student Learning Contract** (next page). You will also need to show your ID if your instructor is requiring Proctorio for any quizzes/exams.

Proctorio FAQs

Q: Can I listen to music while taking the exam?

A: Please refrain from doing so; if there are high noise levels, your exam will be flagged.

Q: Is someone watching me take the test since it is proctored (via Proctorio)?

A: Absolutely not! Although you are being recorded while taking the quiz/exam, the instructor is the only one who has access to your quiz/exam attempt.

Q: What if I have to get up to use restroom during the quiz/exam?

A: Similar to on-site exams, this is highly discouraged! If you **MUST** leave the room, please send your instructor a message (Canvas Inbox) letting them know that your quiz/exam attempt might be “flagged.” Please do your best to plan ahead and “go” before beginning the quiz/exam!

Q: Can I take the quiz/exam from any location?

A: You may take the quiz/exam from any location as long as you have a strong Internet connection. You should be in a quiet environment and strive to limit your outside distractions as well.

Proctorio Technical Support

(760) 227-7129 - Available 24/7 (This is a phone number just for Coastline students.)

Email: support@proctorio.com

Live chat (icon located on the quiz/exam page)

[Learn more about Proctorio for students](#)

EXAMS

The majority of student ‘written’ exams will be administered via computer to prepare them for the National Registry exam and some exams will be handwritten which will encourage memory and mastery of the material. Students should practice proper spelling and grammar when answering a written exam.

Additionally, many exam questions will be constructed in the same manner as national registry questions, allowing students to prepare for that testing format.

- **There is only one retest on the Final Exam. There are no retests for Modular Exams.**
- Students requesting a re-test must contact the instructor and schedule a time to come to the Reese campus to take the test.
- Students are required to make a 75% on the final exam or the student must re-take the course.
- A re-test on the final may be offered to the student automatically if they have a clean behavior record for the overall program, i.e.: no absences, tardies, or previously failed exams.
- If they have any of the above, they may go before a committee of the medical director, the Allied Health Chairperson, a counselor, and others to get a decision. – the committee will decide whether the student is eligible for a exam re-take or course re-take.
- The majority of exams are administered in a campus computer lab which must be reserved by the instructor in advance. Students are expected to arrive on time to exams and complete the exams within the time frame allowed.

GRADING POLICY

A minimum of 75% on all exams and assignments is required to receive a passing grade for that exam or assignment. Students must earn an overall grade of 75% or better for each course section to pass that section.

***Due to the nature of two course sections being offered in one semester, two course final exams will be administered during the semester.**

Final semester grades will be based on the following:

Homework	15%
Quizzes	10%
Affect	5%
Modular Exams	40%
Final Exam	30%

Grading Scale: 90-100	A
80-89	B
75-79	C
74 and Below	F

COURSE COMPLETION CERTIFICATE

Please refer to the most current version of the SPC EMS Program Handbook for eligibility details.

COMMUNICATION POLICY

- Electronic communication between instructor and students in this course will utilize the South Plains College “My SPC” and email systems. I will utilize text messaging and you may communicate with me this way also. The instructor will not initiate communication using private email accounts. Students are encouraged to check SPC email

on a regular basis each week of class. Students will also have access to assignments, web-links, handouts, and other vital material which will be delivered via the classroom website. Any student having difficulty accessing the classroom website or their email should immediately contact their instructor for direction. The instructor will work with any student to ensure the student has access to a computer on campus and can obtain the needed class content that is located on the course website.

STUDENT CONDUCT

Rules and regulations relating to the students at South Plains College are made with the view of protecting the best interests of the individual, the general welfare of the entire student body and the educational objectives of the college. As in any segment of society, a college community must be guided by standards that are stringent enough to prevent disorder, yet moderate enough to provide an atmosphere conducive to intellectual and personal development.

A high standard of conduct is expected of all students. When a student enrolls at South Plains College, it is assumed that the student accepts the obligations of performance and behavior imposed by the college relevant to its lawful missions, processes and functions. Obedience to the law, respect for properly constituted authority, personal honor, integrity and common sense guide the actions of each member of the college community both in and out of the classroom.

Students are subject to federal, state and local laws, as well as South Plains College rules and regulations. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens. Students are subject to such reasonable disciplinary action as the administration of the college may consider appropriate, including suspension and expulsion in appropriate cases for breach of federal, state or local laws, or college rules and regulations. This principle extends to conduct off-campus which is likely to have adverse effects on the college or on the educational process which identifies the offender as an unfit associate for fellow students.

Any student who fails to perform according to expected standards may be asked to withdraw.

Rules and regulations regarding student conduct appear in the current Student Guide.

SPECIAL REQUIREMENTS (*Read Carefully)

- Students must present a signed original hardcopy of each of the following: syllabus signature page, SPC EMS Program Handbook signature page and SPC EMS Clinical Handbook signature page.
- **These signature pages are due by Thursday of the first week of classes.**
- **Cell Phones** – Cell phones are to be turned OFF or silenced during scheduled class periods. **Text messaging is not allowed during scheduled class/lab times.** Cell phones are to be used outside the classroom or lab only on designated breaks. Students are not allowed to have cell phones on their person during exams. **Students that are caught using cell phone during class without the permission of the instructor will be asked to leave class and will receive an absence for that day.**
- **Class Dress Code** – Due to EMS being a uniformed profession all students will be required to wear their clinical uniform. The uniform must be clean and presentable.
 - a. **Black Pocket pants**
 - b. **Black boots**
 - c. **Gray Polo**
 - d. **Watch with a second hand**
 - e. **Stethoscope (optional)**

WHAT NOT TO WEAR: hats, flip-flops, shorts, torn jeans, low cut blouses, private EMS uniforms.

- **These guidelines are for your protection due to the nature of the EMS environment and the amount of lifting and moving that will take place in the lab.**
- **If you are employed by a local or regional EMS service, do not wear your uniform, badge, pager, or radio to class as this causes distractions from the teaching environment.**
- **If you show up out of uniform and/or the uniform is not clean and presentable the student will be ask to go home and change. If the student returns prior to the end of the class they will receive a tardy for that day. If they fail to return to class they will be marked as absent.**

Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disabilities Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Non-Discrimination Statement

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations Statement

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email dburleson@southplainscollege.edu for assistance.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

COVID Policy

The following statement should be included in all course syllabi for face-to-face and hybrid instruction options: If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea

- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu.

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

EMERGENCY MESSAGES

The student should notify his/her family that in case of an emergency during normal class schedule, they should call the Nursing Office at (806)716-2391 or (806)716-2193. Class will not be interrupted unless it is an emergency, so they must identify themselves and say it is an emergency to get immediate action.

The student should notify his/her family that in the case of an emergency during clinical rotations, they should call and leave a message or text (who they are and who they need to get in touch with for an emergency) to the number or numbers provided to them in the clinical course syllabus and/or on the clinical course schedule..

Dropping a class

Students should submit a [Student Initiated Drop Form](#) online.

Students will not be required to obtain an instructor signature to drop, however, we do encourage students to communicate with instructors or advisors prior to dropping a course when they are able. **There will be no charge for drops for the fall or spring semesters.**

Withdrawing from all classes

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting <http://www.southplainscollege.edu/admission-aid/advising/spcadvisors.php> or by calling 806-716-2366.

FOUNDATION SKILLS

BASIC SKILLS–Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks

F-1 Reading–locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.

F-2 Writing–communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.

F-3 Arithmetic–performs basic computations; uses basic numerical concepts such as whole numbers, etc.

F-4 Mathematics–approaches practical problems by choosing appropriately from a variety of mathematical techniques.

F-5 Listening–receives, attends to, interprets, and responds to verbal messages and other cues.

F-6 Speaking–organizes ideas and communicates orally.

THINKING SKILLS–Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason

F-7 Creative Thinking–generates new ideas.

- F-8 Decision-Making—specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.
- F-9 Problem Solving—recognizes problems, devises and implements plan of action.
- F-10 Seeing Things in the Mind’s Eye—organizes and processes symbols, pictures, graphs, objects, and other information.
- F-11 Knowing How to Learn—uses efficient learning techniques to acquire and apply new knowledge and skills.
- F-12 Reasoning—discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

PERSONAL QUALITIES—Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty

- F-13 Responsibility—exerts a high level of effort and perseveres towards goal attainment.
- F-14 Self-Esteem—believes in own self-worth and maintains a positive view of self.
- F-15 Sociability—demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.
- F-16 Self-Management—assesses self accurately, sets personal goals, monitors progress and exhibits self-control.
- F-17 Integrity/Honesty—chooses ethical courses of action.
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COURSE DISCLAIMER

Working with the public in emergency situations is stressful and requires a mentally tough individual to provide medical care in the prehospital environment. This course is designed to teach students about real-world situations the EMT – Paramedic may potentially encounter in the ‘field’ while managing patient care.

In order to better prepare students for a career in the Emergency Medical Services profession, there will be times during this course where students will be exposed to training scenarios and situations that will be unpleasant to the average college student. If the student does not feel they can tolerate this type of learning environment, they should discuss this with me immediately before continuing the course.

Additionally, enrollment in this course does not guarantee a passing grade, successful completion of the paramedic curriculum, or paramedic certification at the national or state level.

SYLLABUS DISCLAIMER

Serious effort and consideration were used in preparing the syllabus presented. While viewed as an educational contract between instructor and student, unforeseen events may cause changes to the scheduling of exercises, quizzes, etc. Every effort will be made NOT to change scheduled items. Nonetheless, SPC EMS instructors reserve the right to make any changes deemed necessary to best fulfill the course objectives. Students registered for this course will be made aware of any changes in a timely fashion using reasonable means.

Jacob Braddock M.S., NRP
SPC EMS Assistant Professor



I (print name) _____ have received and read a copy of the syllabus for the **EMS Paramedic Program (EMSP 2205.200 – Medical Emergencies)**. I understand the syllabus and understand that I must comply with all requirements listed within this document to complete the course.

Signature of Student

Date