



**EMS Professions**  
**EMSP 1530 – Clinical Applications for the AEMT**  
**COURSE SYLLABUS**  
**HYBRID**  
**Spring Semester 2018**

**COURSE INFORMATION**

Credit Hours/Minutes: 3 / 3000

Class Location: Health Science Annex West - Room 118

Class Meets: **25% Hybrid / 75% Face-to-Face**: Monday and Thursday 5:45 pm – 10:00.

Course Reference Number (CRN): 40303

Preferred Method of Contact: The preferred method of contact for the instructor is by office phone. If there is no answer, please call the cell phone number provided below.

**INSTRUCTOR CONTACT INFORMATION**

Instructor Name: Jim Jones

Office Location: Health Science Annex West Room 115

Office Hours: By appointment

Email Address: [Jim Jones \(jjones@southeasterntech.edu\)](mailto:jjones@southeasterntech.edu)

Phone: 912-538-3218 (office)      912-293-5161 (cell)

Fax Number: 912-538-3259

Tutoring Hours (if applicable): By Appointment

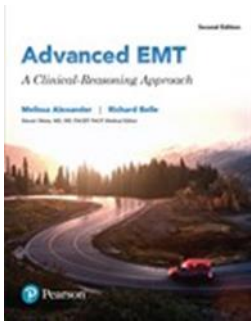
**This course is taught in a hybrid format. Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.**

**SOUTHEASTERN TECHNICAL COLLEGE (STC) CATALOG AND HANDBOOK**

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Handbook \(http://www.southeasterntech.edu/student-affairs/catalog-handbook.php\)](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php).

**REQUIRED TEXT**

Advanced Emergency Medical Technician (EMT): A Clinical-Reasoning Approach, 2<sup>nd</sup> edition, by [Melissa R. Alexander](#), [Richard Belle](#), Publish Date: September 10, 2012 by Prentice Hall. ISBN-10: 0-13-442012-8.



**REQUIRED SUPPLIES & SOFTWARE:**

Pencils, Black Ink Pens, 3-ring binder, paper

**Note:** Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

**COURSE DESCRIPTION**

This course provides supervised clinical experience in various clinical settings as well as opportunities to demonstrate critical thinking skills and assessment based management techniques through competency based evaluations relevant to the practice of an EMT.

**MAJOR COURSE COMPETENCIES**

1. Clinical

**PREREQUISITE(S)**

Program Admission

**COURSE OUTLINE**

Order	Description	Learning Domain	Level of Learning
1	Perform a thorough history and physical examination to identify acute complaints and monitor changes on various patients in the clinical/field setting.	Psychomotor	Guided Response
2	Encourage communicating in a culturally sensitive manner with various patients in the clinical/field setting.	Affective	Organization
3	Implement identification of the actual and potential complaints of emergency patients for various patients in the clinical/field setting.	Psychomotor	Mechanism
4	Safely and effectively perform the psychomotor skills within the National Emergency Medical Services (EMS) Scope of Practice Model AND state Scope of Practice at the Advanced Emergency Medical Technician (AEMT) level.	Psychomotor	Guided Response
5	Implement professional behavior including: but not limited to, integrity, empathy, self-motivation, appearance/personal hygiene, self-confidence, communications, time-management, teamwork/	Psychomotor	Mechanism

Order	Description	Learning Domain	Level of Learning
	diplomacy, respect, patient advocacy, and careful delivery of service.		
6	Encourage professional behavior including: but not limited to, integrity, empathy, self-motivation, appearance/personal hygiene, self-confidence, communications, time-management, teamwork/ diplomacy, respect, patient advocacy, and careful delivery of service.	Affective	Organization
7	Implement basic and selected advanced interventions based on assessment findings intended to mitigate the emergency and provide limited symptom relief while providing access to definitive care for various patients in the clinical/field setting.	Psychomotor	Mechanism
8	Implement appropriate record keeping by reporting and documenting assessment data and interventions for various patients in the clinical/field setting.	Psychomotor	Mechanism
9	Implement patient assessments and provide prehospital emergency care and transportation for various patient complaints, within the National EMS Scope of Practice Model AND state Scope of Practice at the AEMT level.	Psychomotor	Mechanism
10	Demonstrate serving as an EMS team member on various emergency calls with more experienced personnel in the lead role.	Psychomotor	Guided Response
11	Demonstrate how to ensure the safety of the rescuer and others during an emergency while in the role of team leader.	Psychomotor	Guided Response
12	Display concern for the safety of others in the role of team leader.	Affective	Responding
13	Demonstrate completion of the minimum clinical and field competencies for the AEMT level, as promulgated by the Georgia State Office of EMS/Trauma.	Psychomotor	Guided Response
14	Demonstrate serving as an EMS team member on at least one emergency EMS call	Psychomotor	Guided Response

### GENERAL EDUCATION CORE COMPETENCIES

STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

### STUDENT REQUIREMENTS (HYBRID)

While on clinical rotations:

- Students are to be dressed in the STC Clinical Uniform. (see Uniform Policy for additional information)
- Students are to display a professional attitude while seeking out learning opportunities without interfering in the emergency care of patients or infringing on patient confidentiality.

- Students must NOT participate in any amorous or sexual behaviors toward preceptors, patients, or others encountered.
- Students must function in the student capacity, regardless of previous affiliations or employment with the clinical site. Although employers are free to compensate students for clinical rotations, students must function 100% of the time as a student or intern. Students are not to be substituted for paid personnel.
- Students are allowed to eat lunch or dinner. Students will be given 30-minutes to eat, and must eat on the campus of the clinical site or with their assigned EMS crew.

To receive a passing grade for the clinical component of each course, students must accomplish the following, by the course completion date:

- Complete the required number of clinical hours (including all required repeat or make-up rotations), at each clinical site, as described by the instructor at the beginning of each course. Documentation of these hours must be submitted to the instructor and verified by the preceptor.
- Complete all minimum runs and minimum numbers of skills, as required in the clinical
  - Information given by the instructor at the beginning of each course.
- Perform assessments and interventions to the satisfaction of the preceptor, as documented in the clinical notebook.
- Meet the standards of professionalism set by the STC EMS Professions Program, including appropriate dress, actions, demeanor and language.

## UNIFORMS

Students of the paramedic program are required to attend clinical rotations as a part of the program. Several of the sites in which clinical is performed have strict policies regarding personal appearance and hygiene. In order to conform to these policies and the Code of Conduct for students enrolled in Health Science programs at Southeastern Technical College, the following Uniform Policy will be followed at all times while on clinical rotations.

- **Uniform Shirt** - The uniform shirt will be a polo shirt (color to be determined) with the star of life emblem imprinted on the left chest. The shirt will be ordered by the college and paid for by the student.
  - Shirt must be tucked in at all times. Buttoned to second from top button.
  - **Uniform Pants** – Pants must be black in color. EMS type uniform pants are recommended, but NOT required. Other pants such as Dickies' brand work pants are acceptable.
- **Black Boots or Shoes** - leather tennis or coaching shoes, plain toed boot or shoe.
- **Black Belt** - plain leather without excessive tooling, plain silver buckle or Hook/loop fastener.
  - If a holster is worn it must be black leather and carry no more than three items (suggest scissors, penlight, and hemostat).
- **Socks** - required, must be black if visible.
- It is recommended that each student have a second uniform with them on clinical rotations for use in the event the first uniform gets soiled or contaminated by blood or other body fluids.
- **Program Picture ID**
  - During clinical rotations, students must wear their college ID badge with the picture visible. The badge must be worn above the waistline.
- **Grooming / Hygiene (To be followed on clinical Rotations)**
  - Hair must be clean, neatly groomed and of a natural color

- Female students are permitted to wear their hair up. The hair style must be such that remains neat and professional throughout the clinical rotation, and one which does not draw unnecessary attention.
- Men must be clean shaven unless they have a mustache or beard (see next item)
- Mustaches and beards must be neat, clean, and trimmed.
- Perfume or aftershave is not allowed. Use of deodorant and breath fresheners are highly recommended. Makeup, if worn, should be subtle.
- Smoking or other use of tobacco products, while in public, is strictly prohibited while in the clinical uniform.

The EMS Program reserves the right to remove students from the classroom or clinical site for poor hygiene. This includes strong body or breath odors, including and especially tobacco, failure to shave, and unkempt hair.

**Body piercings and tattoos will be allowed only at the discretion of the clinical site. The site may require that piercings be removed and tattoos covered. If not possible, the student may be disqualified from clinical participation.**

### **Medical Equipment**

Each student must have a watch with a second hand, and safety eye wear for each clinical rotation.

### **Cold or Wet Weather**

- Jackets worn should be black if possible. If a black uniform jacket is not available, any jacket or coat which is free of patches is permitted. A black long sleeve shirt or black turtle neck may be worn under the uniform shirt in cooler weather. Sweater are not permitted.
- Ball caps are permitted during ambulance clinical only. Caps may have an emblem that pertains to EMS but may not contain the logo or name of an EMS organization other than that of the clinical site. Ball caps may not be worn during hospital or clinic rotations.
- Rain coats should be plain, without designs or statements. Scotch lite® strips are recommended.
- Umbrellas are not to be used on clinical rotations.

### **Weapons**

Guns are not allowed on clinical rotations.

### **Wearing the Uniform**

Students are to abide by the following guidelines when dressed in either EMS Program uniform.

- While dressed in the uniform and in the public view; whether on a clinical rotation, in school, before or after class or before or after a clinical rotation; all policies regarding the wearing of the uniform will be followed.
- The uniform is not to be worn in public venues, in other than in an official capacity.
- At no time should the uniform be worn where alcohol is served or consumed (other than restaurants), except when on a call during a clinical rotation.
- The Clinical uniform is highly recognizable in all settings. At all times while in the public view:
  - Students are to wear the uniform with the shirt properly buttoned and tucked.
  - Boots or shoes are to be proper laced or zipped.
  - Students are to be clean and neatly shaved at the beginning of each shift.
- Students may wear the uniform to restaurants for meals while in class or on clinical rotations permitted they show professionalism and represent the program and EMS at the highest level.

### **Failure to Follow the Uniform Policy**

Students are to report to the clinical site dressed completely in the clinical uniform. Students who are found on a clinical rotation out of the proper uniform will be asked to leave the clinical site. All hours completed prior to leaving the rotation, including hours from previous clinical experiences, will not count toward the minimum requirement. Students who are reported by clinical sites or other third parties, to have been out of the proper uniform must repeat the entire rotation before credit is received.

The clinical uniform is graded through the clinical section of the program. Students who fail to represent the EMS Program in a positive light through unethical, immoral, or illegal actions while dressed in uniform MAY receive a failing grade for the clinical section, thus preventing the student from completing the program.

### **CLINICAL COURSES**

To pass clinical sections students must complete the minimum number of required contact hours. In addition, passing the clinical section requires that all minimum patient contacts and procedures be achieved, and that preceptor evaluations identify the student as minimally competent. Preceptor evaluations which indicate unsatisfactory performance may result in failure of the clinical section.

### **ATTENDANCE PROCEDURE**

A clinical site absence will be considered as an unexcused class absence unless prior notice has been given to the Instructor and the clinical facility. Missed clinical dates must be rescheduled.

Students are to schedule clinical rotations in a manner which does not interfere with job or school schedules. Once clinical rotations are scheduled, they are considered part of the class schedule and attendance is **MANDATORY**.

### **Rescheduling Clinical Rotations**

Each student is allowed to reschedule **TWO (2)** rotations per semester. Allowable reschedules:

- Work schedule changes
- Change of jobs
- Important family events
- Scheduled medical tests and procedures
  
- Missed Rotations (must notify the Program Director and clinical site **BEFORE** missing the rotation)
- Illness
- Mandatory employment responsibilities (documentation required)

Students who fail to contact the Program Director and Clinical Site prior to missing a scheduled rotation will be charged will counted as absent from school. (See STC Attendance Policy)

### **AFFECTIVE LEARNING EVALUATION**

EMS Professions students will be evaluated weekly to identify and correct deficits in affective learning. Students will be evaluated in up to 11 areas of affective behavior. A score will be entered into the grade book to reflect the affective behaviors exhibited during each week of the semester. See the scoring rubric included on the Affective Learning Evaluation form in the program handbook.

## **ATTENDANCE GUIDELINES**

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

## **ADDITIONAL ATTENDANCE PROVISIONS**

### **Health Sciences**

Requirements for instructional hours within Health Science and Cosmetology programs reflect the rules of respective licensure boards and/or accrediting agencies. Therefore, these programs have stringent attendance policies. Each program's attendance policy is published in the program's handbook and/or syllabus which specify the number of allowable absences. All provisions for required make-up work in the classroom or clinical experiences are at the discretion of the instructor.

Attendance is counted from the first scheduled class meeting of each semester. To receive credit for a course a student must attend at least 90% of the scheduled instructional time. Time and/or work missed due to tardiness or absences must be made up at the convenience of the instructor. Any student attending less than the required scheduled instructional time (90%) may be dropped from the course as stated below in the Withdrawal Procedure.

Tardy means arriving after the scheduled time for instruction to begin. Early departure means leaving before the end of the scheduled time. Three (3) tardies or early departures equal one (1) absence for the course.

## **HYBRID ATTENDANCE**

STC's attendance procedure is followed for all hybrid classes along with the following addition. Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements. STC's attendance policy located in the STC Catalog and Handbook must be followed in all hybrid classes. For the scheduled class sessions, attendance is counted from the first scheduled class meeting of each semester. Three (3) tardies or early departures equal one (1) absence for the course(s) involved. In order for a student to receive credit for a course, a student must attend at least 90% of the scheduled instructional time.

Students must attend the scheduled campus class each week and complete the online assignments. The maximum number of absences a student may miss for this class is one (2).

## **SPECIAL NEEDS**

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, to coordinate reasonable accommodations.

## **SPECIFIC ABSENCES**

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

## **PREGNANCY**

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126.

## **WITHDRAWAL PROCEDURE**

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

**Remember** - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

## **MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC...)**

Statement will vary per program, course, or instructor. Information should be included pertaining to such items as tests, quizzes, homework, etc.....

## **ACADEMIC DISHONESTY POLICY**

The Southeastern Technical College Academic Dishonesty Policy states that all forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the Southeastern Technical College Catalog and Handbook.

## **PROCEDURE FOR ACADEMIC MISCONDUCT**

The procedure for dealing with academic misconduct and dishonesty is as follows:

### **1. First Offense**

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

### **2. Second Offense**

Student is given a grade of "WF" (Withdrawn Failing) for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.



### 3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

### STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the Americans with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

<b>American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer</b>	<b>Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer</b>
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 <sup>st</sup> Street, Vidalia Office 108 Phone: 912-538-3126 Email: <a href="mailto:hthomas@southeasterntech.edu">Helen Thomas</a> <a href="mailto:hthomas@southeasterntech.edu">hthomas@southeasterntech.edu</a>	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 <sup>st</sup> Street, Vidalia Office 138B Phone: 912-538-3147 Email: <a href="mailto:bwilcox@southeasterntech.edu">Blythe Wilcox</a> <a href="mailto:bwilcox@southeasterntech.edu">bwilcox@southeasterntech.edu</a>

### ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

### GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College's website.

### ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [STC website](http://www.southeasterntech.edu/) (<http://www.southeasterntech.edu/>).

### TECHNICAL COLLEGE SYSTEM OF GEORGIA (TCSG) GUARANTEE/WARRANTY STATEMENT

*The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*

### **GRADING POLICY**

<b>Assessment/Assignment</b>	<b>Percentage</b>
Daily Evaluation	95 %
Affective Learning	5 %
Total	100%

### **GRADING SCALE**

<b>Letter Grade</b>	<b>Range</b>
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

**(All Practical competencies must be passed to complete the course.)**