



**TENTATIVE—SUBJECT TO CHANGE**

**PARAMEDICINE**  
**EMSP 2320 – Therapeutic Modalities of Medical Care**  
**COURSE SYLLABUS**  
**ONLINE**  
**Summer Semester 202116**

**COURSE INFORMATION**

Credit Hours/Minutes: 5/4500

Campus/Class Location: Online

Class Meets: Via Internet for 6 weeks

Course Reference Number (CRN): 60246

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

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

Campus/Office Location: Health Science Annex West - Room 109, Vidalia

Office Hours: By appointment (Due to shift friendly schedule)

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

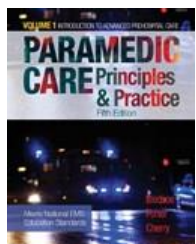
Fax Number: 912-538-3259

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**

Paramedic Care: Principles & Practice, Introduction to Paramedicine, 5th Edition Volume 3, by Bryan E. Bledsoe, Robert S. Porter, Richard A. Cherry, Publish Date: April 26, 2016 by Prentice Hall. ISBN-10: 0-13-453873-0.

## REQUIRED SUPPLIES & SOFTWARE

Pencils, 3-ring binder, Paper, computer and internet access.

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.

**Students should not share login credentials with others and should change passwords periodically to maintain security.**

## COURSE DESCRIPTION

This course will enable the student to integrate assessment findings with principles of epidemiology and pathophysiology to formulate a field impression and implement a comprehensive treatment/disposition plan for a patient experiencing a medical emergency. Topics include: Medical Overview; Neurology; Abdominal and Gastrointestinal Disorders; Immunology; Infectious Disease; Endocrine Disorders; Psychiatric; Toxicology; Respiratory; Hematology; Genitourinary/Renal; Non-Traumatic Musculoskeletal Disorders; Diseases of the Eyes, Ears, Nose, and Throat; and Assessment of Medical Emergencies.

## MAJOR COURSE COMPETENCIES

1. Medical Overview
2. Neurology
3. Abdominal and Gastrointestinal Disorders
4. Immunology
5. Infectious Disease
6. Endocrine Disorders
7. Psychiatric
8. Toxicology
9. Respiratory
10. Hematology
11. Genitourinary/Renal
12. Non-Traumatic Musculoskeletal Disorders
13. Diseases of the Eyes, Ears, Nose, & Throat
14. Assessment of Medical Emergencies

## PREREQUISITE(S)

Program Admission

## COURSE OUTLINE

### Medical Overview

Order	Description	Learning Domain	Level of Learning
1	Integrate the pathophysiology, assessment, and management of medical complaints to include transport mode and destination decisions.	Cognitive	Synthesis
2	Use the pathophysiology, assessment, and management of medical complaints to assure the appropriate transport mode and destination decision.	Psychomotor	Mechanism

## Neurology

Order	Description	Learning Domain	Level of Learning
1	Integrate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: stroke/intracranial hemorrhage/transient ischemic attack; seizure; status epilepticus; and headache.	Cognitive	Synthesis
2	Articulate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: dementia; neoplasms; demyelinating disorders; Parkinson's disease; cranial nerve disorders; movement disorders; neurologic inflammation/infection; spinal cord compression; hydrocephalus; and Wernicke's encephalopathy.	Cognitive	Application
3	Apply the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management to the assessment and management of patients with neurologic complaints.	Psychomotor	Mechanism
4	Appreciate the need to apply the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management to the assessment and management of patients with neurologic complaints.	Affective	Characterization

## Abdominal and Gastrointestinal Disorders

Order	Description	Learning Domain	Level of Learning
1	Integrate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: acute and chronic gastrointestinal hemorrhage; liver disorders; peritonitis; and ulcerative diseases.	Cognitive	Synthesis
2	Articulate the anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: irritable bowel syndrome; inflammatory disorders; pancreatitis; bowel obstruction; hernias; infectious disorders; gall bladder and biliary tract disorders.	Cognitive	Application
3	Discuss the anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: rectal abscess; rectal foreign body obstruction; and mesenteric ischemia.	Cognitive	Comprehension

<b>Order</b>	<b>Description</b>	<b>Learning Domain</b>	<b>Level of Learning</b>
4	Apply the anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, and prognosis to appropriately assess and manage various patients with an abdominal or gastrointestinal disorder.	Psychomotor	Mechanism
5	Appreciate the need to apply the anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, and prognosis to appropriately assess and manage various patients with an abdominal or gastrointestinal disorder.	Affective	Characterization

### **Immunology**

<b>Order</b>	<b>Description</b>	<b>Learning Domain</b>	<b>Level of Learning</b>
1	Integrate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of common or major immune system disorders and/or emergencies, including the following: hypersensitivity; allergic and anaphylactic reactions; and anaphylactoid reactions.	Cognitive	Synthesis
2	Relate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of common or major immune system disorders and/or emergencies, including the following: collagen vascular disease and transplant related problems.	Cognitive	Application
3	Apply the assessment findings, along with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management to the treatment of various patients experiencing common or major immune system disorders and/or emergencies.	Psychomotor	Mechanism
4	Appreciate the need to apply the assessment findings, along with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management to the treatment of various patients experiencing common or major immune system disorders and/or emergencies.	Affective	Characterization

### **Infectious Disease**

<b>Order</b>	<b>Description</b>	<b>Learning Domain</b>	<b>Level of Learning</b>
1	Promote the appropriate use of body substance isolation precautions.	Affective	Characterization
2	Promote the decontamination of equipment after treating a patient.	Affective	Characterization

<b>Order</b>	<b>Description</b>	<b>Learning Domain</b>	<b>Level of Learning</b>
3	Integrate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, reporting requirements, prognosis, and management of the following: HIV-related disease; hepatitis; pneumonia; and meningococcal meningitis.	Cognitive	Synthesis
4	Articulate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, reporting requirements, prognosis, and management of the following: tuberculosis; tetanus; viral diseases; sexually transmitted diseases; gastroenteritis; fungal infections; rabies; scabies and lice; Lyme disease; Rocky Mountain Spotted Fever; and antibiotic resistant infections.	Cognitive	Application
5	Use the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, reporting requirements, prognosis, and management for the treatment of various patients with infectious diseases.	Psychomotor	Mechanism
6	Appreciate the use of assessment findings, principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, reporting requirements, prognosis, and management for the treatment of various patients with infectious diseases.	Affective	Characterization

### **Endocrine Disorders**

<b>Order</b>	<b>Description</b>	<b>Learning Domain</b>	<b>Level of Learning</b>
1	Interpret the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of diabetic emergencies and diabetes.	Cognitive	Evaluation
2	Articulate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: adrenal disease; pituitary and thyroid disorders.	Cognitive	Application
3	Use the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing an endocrine disorder.	Psychomotor	Mechanism
4	Appreciate the use of assessment findings, principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing an endocrine disorder.	Affective	Characterization

## Psychiatric

Order	Description	Learning Domain	Level of Learning
1	Integrate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of acute psychosis and agitated delirium.	Cognitive	Synthesis
2	Articulate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: cognitive disorders; thought disorders; mood disorders; neurotic disorders; substance-related disorders/addictive behavior; somatoform disorders; factitious disorders; personality disorders; patterns of violence/ abuse/neglect; and organic psychoses.	Cognitive	Application
3	Use the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing a psychiatric disorder.	Psychomotor	Mechanism
4	Appreciate the use of assessment findings, principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing a psychiatric disorder.	Affective	Characterization

## Toxicology

Order	Description	Learning Domain	Level of Learning
1	Integrate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following toxidromes and poisonings: cholinergics; anticholinergics; sympathomimetics; sedative/hypnotics; opiates; alcohol intoxication and withdrawal; over-the-counter and prescription medications; carbon monoxide; illegal drugs; and herbal preparations.	Cognitive	Synthesis
2	Use the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing a toxicological emergency.	Psychomotor	Mechanism
3	Appreciate the use of assessment findings, principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing a toxicological emergency.	Affective	Characterization

## Respiratory

Order	Description	Learning Domain	Level of Learning
1	Integrate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: acute upper airway infections; spontaneous pneumothorax; obstructive/restrictive lung diseases; and pulmonary infections.	Cognitive	Synthesis
2	Articulate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: neoplasm; pertussis; and cystic fibrosis.	Cognitive	Application
3	Use the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing a respiratory emergency.	Psychomotor	Mechanism
4	Appreciate the use of assessment findings, principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing a respiratory emergency.	Affective	Characterization

## Hematology

Order	Description	Learning Domain	Level of Learning
1	Integrate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of common or major hematological diseases and/or emergencies, including sickle cell disease.	Cognitive	Synthesis
2	Articulate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: blood transfusion complications; hemostatic disorders; lymphomas; red blood cell disorders; white blood cell disorders; and coagulopathies.	Cognitive	Application
3	Use the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing a hematologic complaint.	Psychomotor	Mechanism
4	Appreciate the use of assessment findings, principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and	Affective	Characterization

Order	Description	Learning Domain	Level of Learning
	management for the treatment of various patients experiencing a hematologic complaint.		

### Genitourinary/Renal

Order	Description	Learning Domain	Level of Learning
1	Integrate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: complications of acute renal failure, chronic renal failure, and dialysis; and renal calculi.	Cognitive	Synthesis
2	Articulate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of the following: acid base disturbances; fluid and electrolyte disturbances; infections; and male genital tract conditions.	Cognitive	Application
3	Use the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients with a genitourinary/renal complaint.	Psychomotor	Mechanism
4	Appreciate the use of assessment findings, principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients with a genitourinary/renal complaint.	Affective	Characterization
5	Promote empathy for patients experiencing a genitourinary/renal emergency.	Affective	Characterization

### Non-Traumatic Musculoskeletal Disorders

Order	Description	Learning Domain	Level of Learning
1	Articulate the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of common or major non-traumatic musculoskeletal disorders, including: disorders of the spine; joint abnormalities; muscle abnormalities; and overuse syndromes.	Cognitive	Application
2	Use the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing a non-traumatic musculoskeletal disorder.	Psychomotor	Mechanism
3	Appreciate the use of assessment findings, principles of anatomy, physiology, epidemiology, pathophysiology,	Affective	Characterization



Order	Description	Learning Domain	Level of Learning
	psychosocial impact, presentations, prognosis, and management for the treatment of various patients experiencing a non-traumatic musculoskeletal disorder.		

### Diseases of the Eyes, Ears, Nose, and Throat

Order	Description	Learning Domain	Level of Learning
1	Articulate the assessment findings with the knowledge of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management of common or major diseases of the eyes, ears, nose, and throat, including a nose bleed.	Cognitive	Application
2	Use the assessment findings with the principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for various patients experiencing a disease of the eyes, ears, nose, or throat including a nose bleed.	Psychomotor	Mechanism
3	Appreciate the use of assessment findings, principles of anatomy, physiology, epidemiology, pathophysiology, psychosocial impact, presentations, prognosis, and management for various patients experiencing a disease of the eyes, ears, nose, or throat including a nose bleed.	Affective	Characterization

### Assessment of Medical Emergencies

Order	Description	Learning Domain	Level of Learning
1	Integrate assessment findings with principles of epidemiology and pathophysiology to formulate a field impression and implement a comprehensive treatment/disposition plan for a patient with a medical complaint.	Psychomotor	Complex Response
2	Implement the assessment and management of the following types of complaints: neurological; abdominal/gastrointestinal; immunologic; infectious diseases; endocrine disorders; psychiatric; toxicological; respiratory; hematologic; genitourinary/renal; non-traumatic musculoskeletal disorders; and diseases of the eyes, ears, nose, and throat.	Psychomotor	Mechanism
3	Appreciate the critical nature of accurate field impressions for patients with various medical complaints.	Affective	Characterization

### 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 (ONLINE)

Students are expected to complete all work shown on the attached assignment sheet. Students are also expected to complete all tests and comprehensive problems on the dates specified on the attached calendar. Students are responsible for policies and procedures included in the STC Catalog. **Paramedicine program students must earn a minimum grade of C in this course to advance to EMSP 2340.**

Students must maintain a **70%** or higher average on Chapter exams to sit for the Final exam.

Students must also maintain an **80%** or higher average on all Pretest, Homework, and Post-test assignments in order to sit for the Final Exam.

Students, who are more than 15 minutes late on exam dates, will not be allowed to take the exam once the exam has started. These students must schedule a time to make up the exam or a zero will be given for the exam. This time will be other than normal class hours, must be prior to the next class, and will be at the instructor's convenience. If the student is less than 15 minutes late, and the exam has started, the student may begin the exam, but he/she must turn in their exam at the end of the allotted exam time, whether finished or not. Example: Exam begins at 9:05am -- 50 minutes are allotted for the exam -- ALL exams must be turned in by 9:55am.

## COVID-19 MASK REQUIREMENT

Masks or face coverings must be worn at all times while on the campus of Southeastern Technical College. This measure is being implemented to reduce COVID-19 related health risks for everyone engaged in the educational process. Masks or face coverings must be worn over the nose and mouth, in accordance with the Centers for Disease Control and Prevention (CDC). A student's refusal to wear a mask or face covering will be considered a classroom disruption and the student may be asked to leave campus and/or receive further discipline.

## COVID-19 SIGNS AND SYMPTOMS

We encourage individuals to monitor for the signs and symptoms of COVID-19 prior to coming on campus.

If you have experienced the symptoms listed below or have a body temperature 100.4°F or higher, we encourage you to self-quarantine at home and contact a primary care physician's office, local urgent care facility, or health department for further direction. Please notify your instructor(s) by email and do not come on campus for any reason.

COVID-19 Key Symptoms
Fever or felt feverish
Cough: new or worsening, not attributed to another health condition
Shortness of breath, not attributed to another health condition
New loss of taste or smell
Chills; Repeated shaking with chills
Sore throat, not attributed to another health condition
Muscle pain, not attributed to another health condition or exercise
Headache, not attributed to another health condition
Diarrhea (unless due to known cause)

<b>COVID-19 Key Symptoms</b>
<b>In the past 14 days, if you:</b>
Have had close contact with or are caring for an individual diagnosed with COVID-19 at home (not in healthcare setting), please do not come on campus and contact your instructor (s).

### COVID-19 SELF-REPORTING REQUIREMENT

Students, who test positive for COVID-19 or who have been exposed to a COVID-19 positive person, are required to self-report using the [COVID 19 Health Reporting Form](#). Report all positive cases of COVID-19 to your instructor and [Stephannie Waters](#), Exposure Control Coordinator, [swaters@southeasterntech.edu](mailto:swaters@southeasterntech.edu), 912-538-3195.

### ONLINE ATTENDANCE

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 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.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is 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. All 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.

**For this class, which meets 8 days for the summer semester, the maximum number of days a student may miss for EMSP 2320 is 1 day.**

### STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: [Macy Gay mgay@southeasterntech.edu](mailto:MacyGay@southeasterntech.edu), 478-289-2274, Building 1, Room 1208

Vidalia Campus: [Helen Thomas hthomas@southeasterntech.edu](mailto:HelenThomas@southeasterntech.edu), 912-538-3126, Building A, Room 108

### 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 make arrangements the appropriate campus coordinator.

Swainsboro Campus: [Macy Gay mgay@southeasterntech.edu](mailto:MacyGay@southeasterntech.edu), 478-289-2274, Building 1, Room 1208

Vidalia Campus: [Helen Thomas hthomas@southeasterntech.edu](mailto:HelenThomas@southeasterntech.edu), 912-538-3126, Building A, Room 108

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery **MAY NOT** be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

## **WITHDRAWAL PROCEDURE**

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (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 for the course(s) when the student completes the withdrawal form.

Students who are dropped from courses due to attendance after drop/add until the 65% point of the semester will receive a “W” for the course.

Important – Student-initiated withdrawals are not allowed after the 65% point. Only instructors can drop students after the 65% point for violating the attendance procedure of the course. Students who are dropped from courses due to attendance after the 65% point will receive either a “WP” (Withdrawn Passing) or “WF” (Withdrawn Failing) for the semester.

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

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. A grade of “W” will count in attempted hour calculations for the purpose of Financial Aid.

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

If a student misses a test, a grade of zero will be assigned. Only students with extenuating circumstances (who contact the instructor on or before the day of the test regarding their absence) will be allowed to take a makeup test, which will replace the zero. Extenuating circumstances are determined at the instructor’s discretion. Unless otherwise scheduled with the instructor, it is expected that the test will be taken prior to the next class, and will be scheduled outside of regular class time. Failure to follow this procedure will result in a grade of zero.

Assignment due dates are listed on the attached lesson schedule and in MyBradyLab. Students are expected to have the assignment completed when it is due. It is within the instructor’s discretion to accept or reject late assignments. Any late assignments accepted will be subject to a ten point penalty each day the assignment is late. After three class meetings, no late assignments will be accepted; a zero will be recorded.

Unannounced quizzes are subject to be given on any day. A grade of zero will be assigned for any quizzes missed. There will be no makeup of quizzes.

Any zeros recorded will be included in the final score calculation.

Students must have a 70% or above average on all EMSP 2130 chapter exams to be eligible to sit for the EMSP 2120 final exam. Any student not having a 70% average will not be allowed to take the EMSP 2130 final exam and will not be allowed to advance to EMSP 2140.

### **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" (Withdraw 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 (TCSG) and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, 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 nondiscrimination policy encompasses the operation of all technical college-administered programs, federally financed programs, educational programs and activities involving admissions, scholarships and loans, student life, and athletics. It also applies to the recruitment and employment of personnel and contracting for goods and services.

All work and campus environments shall be free from unlawful forms of discrimination, harassment and retaliation as outlined under Title IX of the Educational Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, Executive Order 11246, as amended, the Vietnam Era Veterans Readjustment Act of 1974, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990, as amended, the

Equal Pay Act, Lilly Ledbetter Fair Pay Act of 2009, the Georgia Fair Employment Act of 1978, as amended, the Immigration Reform and Control Act of 1986, the Genetic Information Nondiscrimination Act of 2008, the Workforce Investment Act of 1998 and other related mandates under TCSG Policy, federal or state statutes.

The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.

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

<p><b>American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer</b></p>	<p><b>Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer</b></p>
<p>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></p>	<p>Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1<sup>st</sup> Street, Vidalia Office 138B Phone: 912-538-3230 Email: <a href="mailto:ljonas@southeasterntech.edu">Lanie Jonas</a> <a href="mailto:ljonas@southeasterntech.edu">ljonas@southeasterntech.edu</a></p>

**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>
Chapter Exams	50 %
Homework Assignments/Quizzes	10 %
Affective Learning	5 %
Final Exam	35 %
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.)

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
		<p style="text-align: center;"><b>Log in to MyBradyLab. Enroll in course #</b></p> <p style="text-align: center;"><b>jones23745</b></p>	<p><b>ONLINE:</b> Read Chapter 1v3 and complete the MyBradyLab assignment. This assignment must be completed by 9:00am on May 27, 2021</p>	<p>*9 **a,b,c</p>
<p>Wednesday May 27</p>	<p style="text-align: center;"><b>Chapter 1v3</b></p>	<p><b>Online: Pulmonology</b></p> <ul style="list-style-type: none"> <li>• Review of Respiratory Anatomy and Physiology, Pathophysiology, Assessment, Specific Respiratory Diseases</li> <li>• Chapter assignments will be reviewed.</li> </ul>	<p><b>ONLINE:</b> Read Chapter 3v3 and complete the MyBradyLab assignment. This assignment must be completed by 9:00 am on 6/2/2021</p> <p style="text-align: center;"><b>Chapter 1v3 MyBradyLab Exam must be completed before 9:00am on 6/2/2021</b></p>	<p>*1 &amp; 9 **a,b,c</p>
<p>Tuesday June 2</p>	<p style="text-align: center;"><b>Chapter 3v3</b></p>	<p><b>Online: Neurology</b></p> <ul style="list-style-type: none"> <li>• Chapter and assignments will be reviewed.</li> </ul>	<p><b>ONLINE:</b> Read Chapters 4v3 &amp; 5v3 and complete the MyBradyLab assignments. This assignment must be completed by 9:00 am on 6/8/2021</p> <p style="text-align: center;"><b>Chapter 3v3 MyBradyLab Exam must be completed before 9:00am on 6/8/2021</b></p>	<p>*6 **a,b,c</p>
<p>Monday June 8</p>	<p style="text-align: center;"><b>Chapters 4v3 &amp; 5v3</b></p>	<p><b>Online: Endocrinology &amp; Immunology</b></p> <ul style="list-style-type: none"> <li>• Chapters and worksheets will be reviewed.</li> </ul>	<p><b>ONLINE:</b> Read Chapters 6v3 &amp; 7v3 and complete the MyBradyLab assignment. This assignment must be completed by 9:00 am on 6/11/2021</p> <p style="text-align: center;"><b>Chapters 4v3 &amp; 5v3 MyBradyLab Exam must be completed before 9:00am on 6/11/2021</b></p>	<p>*3 &amp; 11 **a,b,c</p>



Thursday June 11	<b>Chapters 6v3 &amp; 7v3</b>	<p><b>Online: Gastroenterology, Urology, &amp; Nephrology</b></p> <ul style="list-style-type: none"> <li>Gastrointestinal, Renal, and Urologic Emergencies</li> <li>Chapter and Drug cards will be reviewed.</li> </ul>	<p><b>ONLINE:</b> Read Chapters 8v3 &amp; 11v3 and complete the MyBradyLab assignment. This assignment must be completed by 9:00 am on 6/17/2021</p> <p><b>Chapters 6v3 &amp; 7v3 MyBradyLab Exam must be completed before 9:00am on 6/17/2021</b></p>	*8 & 7 **a, b, c
Wednesday June 17	<b>Chapters 8v3 &amp; 11v3</b>	<p><b>Online: Toxicology, Substance Abuse, &amp; Psychiatric and Behavioral Disorders</b></p> <ul style="list-style-type: none"> <li>Chapters and worksheets will be reviewed.</li> </ul>	<p><b>ONLINE:</b> Read Chapters 9v3 &amp; 10v3 and complete the MyBradyLab assignment. This assignment must be completed by 9:00 am on 7/23/2021</p> <p><b>Chapters 8v3 &amp; 11v3 MyBradyLab Exam must be completed before 9:00am on 6/23/2021</b></p>	*8 & 7 **a, b, c
Tuesday June 23	<b>Chapters 9v3 &amp; 10v3</b>	<p><b>Online: Hematology Infectious Diseases and Sepsis</b></p> <ul style="list-style-type: none"> <li>Chapters and Worksheets will be reviewed.</li> </ul>	<p><b>ONLINE:</b> Read Chapters 12v3 &amp; 13v3 and complete the MyBradyLab assignment. This assignment must be completed by 9:00am on 6/26/2021</p> <p><b>Chapters 9v3 &amp; 10v3 MyBradyLab Exam must be completed before 9:00am on 6/26/2021</b></p>	*10 & 5 **a, b, c
<b>FRIDAY JUNE 26</b>	<b>Chapters 12v3 &amp; 13v3</b>	<p><b>Online: Diseases of the Eyes, Ears, Nose, and Throat, &amp; Non-Traumatic Musculoskeletal Disorders</b></p> <ul style="list-style-type: none"> <li>Chapters and worksheets will be reviewed.</li> </ul>	<p><b>ONLINE:</b> Review study guide and all Chapters in Volume 3.</p> <p><b>Chapters 12v3 &amp; 13v3 MyBradyLab Exam must be completed before 9:00am on 6/29/2021</b></p>	*13 & 12 **a, b, c

Monday June 29	<b>FINAL EXAM</b>	<b>Online: REVIEW for EMSP 2320 FINAL EXAM</b>	<b>EMSP 2320 Final Exam This exam can be found on ClassMarker and must be completed before 9:00am on 6/30/2021</b>	
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**COMPETENCY AREAS:**

1. Medical Overview
2. Neurology
3. Abdominal and Gastrointestinal Disorders
4. Immunology
5. Infectious Disease
6. Endocrine Disorders
7. Psychiatric
8. Toxicology
9. Respiratory
10. Hematology
11. Genitourinary/Renal
12. Non-Traumatic Musculoskeletal Disorders
13. Diseases of the Eyes, Ears, Nose, & Throat
14. Assessment of Medical Emergencies

**GENERAL CORE EDUCATIONAL COMPETENCIES**

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.