

McLennan

C O M M U N I T Y

COLLEGE

WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

FIELD INTERNSHIP

EMSP 2164_75

LINDSAY LAGUNAS

NOTE: This is a 16-week course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

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Course Description:

This course provides prehospital work-based learning experiences with the supervision of an MCC approved, qualified preceptor. Students interact directly with patients, family members, hospital and prehospital employees. Additionally, students assist in the provision of care and services.

Prerequisites and/or Corequisites:

Students are expected to be enrolled in EMSP 2444, 2430, 2338, 2162 and 2237.

Students enrolled in this course must have successfully completed the Spring and Summer semesters of the paramedic program with above an 80% final grade. Students must complete all their required immunizations prior to beginning this course and must maintain compliant throughout the duration of the course.

Course Notes and Instructor Recommendations:

Throughout this course, students complete 96 hours of ambulance ride-outs and record all activities on detailed forms that are reviewed, approved, and submitted to the course instructor through FISDAP. Students are assigned to an approved EMS paramedic preceptor in the prehospital environment on a 1/1 ratio.

Instructor Information:

Instructor Name: Lindsay Lagunas

MCC Email: llagunas@mclennan.edu

Office Phone Number: (254) 299-6509

Office Location: ESEC 116

Office/Teacher Conference Hours: Tuesday/Thursday 9:00-16:00 and/or by appointment

Other Instruction Information: Justin Lawson (jlawson@mclennan.edu)

Required Text & Materials:

NONE

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Methods of Teaching and Learning:

In this course, students participate in providing patient care under the supervision of the prehospital preceptor. Course preceptors are expected to provide feedback and guidance to students as appropriate during the internship. As is expected in the workforce, students are required to document the calls they run. Student documentation is reviewed by the preceptor

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with the student and opportunities to improve patient care and patient outcomes are discussed. Students also learn by observing the care and treatment of patients by EMS staff. Field internship placement experiences are designed to assist the student to develop critical thinking skills.

Course Objectives and/or Competencies:

At the completion of the course, the student will have the knowledge and skills needed to:

1. Integrate the pathophysiological principles and assessment findings to formulate a field impression of the medical and trauma patient
2. Develop a prehospital plan of care for the patients with traumatic injuries or medical complaints
3. Establish and maintain appropriate prehospital care of various traumatic and medical conditions while using appropriate techniques
4. Communicate effectively with various patients, family members, and members of the health care team

Course Outline or Schedule:

Students begin participating in field internship rides on October 1st. Students will be assigned a preceptor prior to scheduling rides on Fisdap. There are no scheduled classroom activities for this course. In the prehospital area, students are assigned to work with an experienced paramedic for 12 hour shifts working on an ambulance. Field internship assignment changes are emailed to the students or communicated to them in person.

Course Grading Information:

This course is graded heavily on documentation requirements. The documentation submissions are graded on a strict rubric that each student has access to through their Brightspace D2L Clinical Course shell. Each clinical is graded on the following components:

| | |
|----------------------------|-----|
| Documentation | 25% |
| Professionalism and Affect | 25% |
| Attendance | 25% |
| Patient Contacts/Skills | 25% |

Theory course grade values are as follows:

A = 90 - 100

B = 80 – 89

C = 71 – 79

D = 63 – 70

F = 62 and below

Late Work, Attendance, and Make Up Work Policies:

Points are deducted for late submissions of documentation. Documentation is counted late if it is not submitted through FISDAP 24 hours from the shift end time. If students do not complete and submit their paperwork, the student will receive a grade of “0” for the shift and have to repeat the ride-out time to satisfy the clinical hour requirements.

Students are expected to arrive to the clinical site 15 minutes BEFORE their shift start time to be considered on time. If students arrive later than 15 minutes early, the preceptor can send the student home and they will be required to re-schedule their ride-out time. Students will receive a score of “0” for ride-outs where they are sent home for violating the affective policies in the MCC Paramedic Student Handbook.

Student Behavioral Expectations or Conduct Policy:

Specific considerations for Field Internship Rotations include:

- Students may not complete internship hours on an ambulance staffed by relatives or significant others.
- Paramedic students must be assigned to a MICU or ALS capable ambulance
- Only one student may be assigned to an ambulance. Students will not ride on an ambulance as the fourth person.
- Students who fail to attend their scheduled ride out will be counseled by the lead instructor and clinical coordinator and may be removed from the program

McLennan Community College (MCC) EMS students will appear professional at all times. All students will comply with the following standards:

1. All students’ hair will be neatly combed and worn away from the face and in such a manner that does not interfere with provider safety and patient care.
2. Unnatural hair colors or alternative styles that can be deemed distracting by program faculty will not be allowed.
3. When outside the building or on ride-outs, students may wear all black or all navy ball caps with either no logo or “EMS” ONLY. Ball caps are to be worn appropriately with the bill facing forward.
4. Students will have clean-shaven cheeks, however; neatly trimmed mustaches and goatees will be acceptable.

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5. Personal hygiene should include daily bathing as well as the use of a deodorant and mouthwash as needed. Fragrances, colognes, or perfumes are not a substitute for bathing. Offensive body odor will not be tolerated.
6. Fingernails are to be neatly trimmed and clean. Artificial nails and fingernail length exceeding the tips of the fingers are discouraged due to the increased risk of infection. Fingernails must be able to fit into gloves without puncturing the material.
7. If a student has a tattoo it is to be covered during class, clinicals, and ride-outs.
8. Approved student uniforms are to be worn to class, clinical, and ride-outs.
9. Uniforms must be clean, pressed, and in good condition with name tag and appropriate patch affixed to correct area of shirt.
10. For safety reasons, the only jewelry that will be acceptable will be one simple ring or wedding set. Students with body piercings (included pierced ears) will not wear earrings or other jewelry to class, clinical, field internship or other program activities. Clear spacers are an acceptable substitute for all piercings.

*All dress code requirements are subject to change in accordance with guidelines established by EMS partners.

McLennan Community College (MCC) EMS students will conduct themselves with integrity, honesty, and reliability. All students will comply with the following standards:

1. Students will complete all classwork and clinical documentation independently (unless the assignment is designated as “group work” by the instructor).
2. Students will be alert and participate in classroom, skills, ride-outs and clinical activities.
 - a. Students will refrain from sleeping or doing homework for other courses while in class. Any student observed doing so will be excused from the class and marked as absent.
3. Students will demonstrate appropriate affective conduct as designated in the Demonstrative Affective Violation policy
4. Students will be open and accepting of instructor corrections or recommendations to their performance in classroom, skills lab, or clinical activities.
5. Students will observe the requirements outlined in the Health Insurance Portability and Accountability Act (HIPAA) and respect the right of the patient to confidentiality.
 - a. Patient names will not be used on student clinical documentation forms and information will be limited to anonymous, general medical information.
 - b. Violation of HIPAA guidelines may result in dismissal from the program.
6. Students will refrain from disruptive behavior or inappropriate language at all times.
7. Students will refrain from fraternization with instructors, adjunct staff, and preceptors
8. Students will not access another student’s grades or confidential information.
9. Chewing gum or eating while performing patient care will not be allowed.

10. **The MCC EMS education program is a tobacco-free academy.** The use of any tobacco product is not permitted in classroom, clinical, or prehospital settings. The term “tobacco products” includes all ignition based forms of tobacco, smokeless tobacco, electronic vapor devices, or any other practices that mimics the usage of tobacco products.

[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.



ACADEMIC RESOURCES/POLICIES

Accommodations/ADA Statement:

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit www.mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

Title IX:

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at www.mclennan.edu/titleix/. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

MCC Academic Integrity Statement:

Go to www.mclennan.edu/academic-integrity for information about academic integrity, dishonesty, and cheating.

Minimum System Requirements to Utilize MCC's D2L|Brightspace:

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to www.mclennan.edu/student-email.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us>)
- [Email Setup for Androids](https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us>)

Forwarding Emails:

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email helpdesk@mclennan.edu.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.