

McLennan C O M M U N I T Y C O L L E G E

WACO, TEXAS

COURSE SYLLABUS AND INSTRUCTOR PLAN

EMS OPERATIONS

EMSP 2305_75

LINDSAY LAGUNAS

NOTE: This is a 16-week course.

NOTE: This is a Blended/Hybrid 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 discusses emergency medical operations by building upon information from the EMT level and expanding knowledge of: Incident Management Systems, Mass-Casualty Incidents, Terrorism, Hazardous Materials, Disaster Response, Vehicle Operations, Specialty Rescue and Transport Operations.

Prerequisites and/or Corequisites:

When taking this course, students must also be enrolled in EMSP 2444, 2430, 2237, 2162 and 2164.

Students enrolled in this course must have successfully completed previous paramedic level courses with an average of 80% or higher. Students must contact the program director at 299-6504 to be advised on application process and deadlines. Students must complete all immunizations prior to beginning this course.

Course Notes and Instructor Recommendations:

Students must focus on time management skills by continuously reviewing materials presented in this course. Additionally, students should review previous EMS Operations training (from EMT course) before beginning this course.

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:

Title: Emergency Care in the Streets

Author: Nancy Caroline

Edition: 8th

Publisher: Jones & Bartlett

ISBN: 9780132109031

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

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Methods of Teaching and Learning:

Students are expected to attend lectures every Monday and Wednesday. Students will be assigned quizzes and homework assignments. Finally, students will be assessed using a midterm examination and comprehensive final examination.

Course Objectives and/or Competencies:

At the completion of this course, the student will have the knowledge of operational roles and responsibilities to ensure patient, public, and personnel safety in situations involving Transport Operations, Air Medical Rescue, Incident Management Systems, Mass-Casualty Incidents, Vehicle Extrication, Specialty Rescue, Hazardous Materials Incidents, Incidences of Terrorism, Disaster Response, and Crime Scene Response.

Course Outline or Schedule:

Week 1	Course Orientation		
Week 2	Transport Operations		
Week 3	Transport Operations		
Week 4	Extrication & Rescue		
Week 5	Extrication & Rescue		
Week 6	Crime Scene Awareness	Trans./Extric./Resc. Exam	09/26/22
Week 7	Crime Scene Awareness		
Week 8	Hazardous Materials	Midterm	10/12/22
Week 9	Hazardous Materials		
Week 10	ICS/MCI & Disaster Response	Crime Scene/HazMat Exam	10/24/22
Week 11	ICS/MCI & Disaster Response		
Week 12	Terrorism Response		
Week 13	Final Exam Review	ICS/MCI/Disaster/Terror Exam	11/14/22
Week 14	<i>Thanksgiving Break No Class</i>	Research Paper	11/27/22
Week 15	Finals	Final	11/30/22

Students will be made aware of any changes to the schedule via Brightspace and announcement in class.

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Course Grading Information:

Affective	15%
Homework assignments	20%
Papers/Projects	20%
Quizzes	10%
Module Exams	10%
Midterm Exam	10%
Final Exam	15%

Theory course grade values are as follows:

A = 90 - 100

B = 80 – 89

C = 71 – 79

D = 63 – 70

F = 62 and below

Course Completion Policy

Each student is required to complete the course with a class average of 80% or higher before a Course Completion Certificate (CCC) is issued. A student must also complete all written exams, clinical experiences, field internships and skills proficiency requirements and receive approval from the course coordinator and the medical director before a CCC is issued. **Any student without a CCC will not be allowed to complete the National Registry Examination**

Late Work, Attendance, and Make Up Work Policies:

Points will be deducted on homework, assignments, quizzes, etc. for late submission.

Occasionally, the instructor may provide extra credit points for good behavior, impeccable affect, or extra work. The exam make-up policy is listed in the MCC Paramedic Student Handbook. Attendance is required for lecture/lab every Monday and Wednesday, arrangements may be made to make up missed work, in order to receive credit for attendance. Any student arriving more than 15 minutes late, or who leaves class early will be marked as absent for the day. According to the MCC attendance policy, students are subject to disciplinary action after missing 20% of class. Students with consistent attendance issues will be counseled and can be removed from the program.

Student Behavioral Expectations or Conduct Policy:

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).

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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.