



WACO, TEXAS

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**COURSE SYLLABUS**

**AND**

**INSTRUCTOR PLAN**

**FIRST AID**

**PHED 1306.30**

**CARMACK BERRYMAN**

**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 on any changes to these guidelines.

**AN EQUAL OPPORTUNITY INSTITUTION**

**SPRING 2023**

## FIRST AID

### PHED 1306.XX

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#### **Course Description:**

PHED 1306 is designed to follow the content of the American Red Cross Standard First Aid course. Topics include: bleeding and shock, burns, bites and stings, certain specific injuries, dislocations, sprains, and strains drug abuse, diabetic emergencies, emergency action principles, eyes and nose injuries, fractures, heart attack, cardiac arrest, and CPR, poisoning, rescues, rescue breathing, choking, seizures, stroke, and temperature extremes. Appropriate certificates can be earned.

#### **Prerequisites and/or Corequisites:**

\*None

\*Performing certain skills tests requires being able to kneel, bend, back & abdominal pressure as well as a minimal aerobic fitness.

#### **Course Notes and Instructor Recommendations:**

PHED 1306 in a face-to-face format involves class meetings, in-class participation as well as out of class reading assignments. Skills tests as well as written tests are performed in class.

#### **Instructor Information:**

Instructor Name: Carmack Berryman  
MCC E-mail: aberryman@mclennan.edu  
Office Phone Number: 299 - 8868  
Office Location: PE 216  
Office/Teacher Conference Hours: TBA  
Other Instruction Information:

#### **Required Text & Materials:**

Title: First Aid – Responding To Emergencies  
Author: American Red Cross  
Edition: 4<sup>th</sup>  
Publisher: Stay Well  
ISBN: 978 – 1 – 58480 – 554 - 0

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

### **Course Objectives and/or Competencies:**

Students successfully completing First aid should be able to:

1. Understand value and reasons for first aid.
2. Perform a thorough primary and secondary survey.
3. Know wound types and the proper first aid.
4. Perform rescue breathing.
5. Perform first aid for a conscious and unconscious victim with an airway obstruction. .
6. Performs CPR
7. Demonstrate four ways to stop bleeding.
8. Know proper first aid for shock victims.
9. Know proper first aid for burn victims.
10. Know proper first aid for eye and nose injuries. .
11. Know proper first aid for bites and stings.
12. Know proper first aid for fractures, dislocations, sprains, or strains.
13. Splint the forearm, leg, and ankle.
14. Know proper first aid for poisons.
15. Know proper first aid for insulin shock and diabetic coma.
16. Know proper first aid for a victim of a seizure.
17. Know proper first aid for victims of heat or cold emergency.
18. Demonstrate safe methods of moving a victim to safety.
19. Know proper first aid for drug abuse or overdose.

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**Course Outline or Schedule:**

This is a TENTATIVE weekly schedule. Changes will be announced in class and/or in the student's online announcement portal. Course objectives are indicated beside each test.

|               |  |                |  |
|---------------|--|----------------|--|
| <b>Week 1</b> | Introduction – Course Outline<br>Chapter 1 If Not You - Who                                    | <b>Week 8</b>  | Chapter 10 Soft Tissue Injuries<br>Skill: Bleeding <b>obj 7</b>            |
| <b>Week 2</b> | Chapter 2 Responding To An Emergency<br>Chapter 3 Before Giving Care<br>Chapter 4 Body Systems | <b>Week 9</b>  | Review Chapters 5-10<br>Test Chapters 5-10 <b>obj 4, 3, 6, 7, 8, 9,</b>    |
| <b>Week 3</b> | Chapter 5 Checking the Victim<br>Skill: Check Conscious Victim <b>obj 2</b>                    | <b>Week 10</b> | Chapters 11-12<br>Skill: CPR & Rescue Breathing <b>obj 4, 6</b>            |
| <b>Week 4</b> | Review Chapter 1-4<br>Test Chapter 1-4 <b>obj 1, 2</b>   | <b>Week 11</b> | Chapters 13-14<br>Skill: CPR & Rescue Breathing <b>obj 4, 6</b>            |
| <b>Week 5</b> | Chapter 6 Breathing Emergencies<br>Skill: Unconscious Victim <b>obj 2</b>                      | <b>Week 12</b> | Chapters 15-17<br>Skill: CPR & Rescue Breathing <b>obj 4, 6</b>            |
| <b>Week 6</b> | Chapter 7 Cardiac & Unconscious Choking<br>Skill: Choking Charlie <b>obj 4</b>                 | <b>Week 13</b> | Skill: Splinting <b>obj 12</b><br>Review Chapters 11-17 <b>obj 10 - 19</b> |
| <b>Week 7</b> | Chapter 8 Bleeding<br>Chapter 9 Shock<br>Skill: Infant Choking <b>obj 5</b>                    | <b>Week 14</b> | Test Chapters 11-17  |
|               |  | <b>Week 15</b> | Review for Final Exam<br>Final Exam Part 1                                 |
|               |  | <b>Week 16</b> | Final Exam Part 2  |

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**Course Grading Information:**

**Grading:** 50% -Chapter Test Average

20% -Final

20% Skill Ave

10% -Class Participation

**Certification:** The student must have an 80% or above on the final written test and a 100% lab grade in. order to .receive a First Aid Card, and CPR Card: Adult, Child, or Infant.

**Late Work, Attendance, and Make Up Work Policies:**

Written and Skills tests may be made up on communicated selected dates and times. If a student is aware of a future absence on a written test date, they may ask to arrange to take the test early.

**Student Behavioral Expectations or Conduct Policy:**

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity. Students are expected to come to class prepared and with supplies necessary to participate actively in each class meeting. For more details of College Conduct Policy, see the [Highlander Student Guide](#).

**MCC Academic Integrity Statement:**

The Center for Academic Integrity defines academic integrity as “a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behavior that enable academic communities to translate ideals into action.” Individual faculty members determine their class policies and behavioral expectations for students. Students who commit violations of academic integrity should expect serious consequences. For further information about student responsibilities and rights, please consult the McLennan website and your [Highlander Student Guide](#).

\* **[Click Here for the MCC Academic Integrity Statement](http://www.mclennan.edu/academic-integrity)**

([www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity))

The link above will provide you with information about academic integrity, dishonesty, and cheating.

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

([www.mclennan.edu/highlander-guide/policies](http://www.mclennan.edu/highlander-guide/policies))

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

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McLennan's Title IX webpage (<http://www.mclennan.edu/titleix/>) 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.

\* *You will need to access each link separately through your Web browser (for example: Internet Explorer, Mozilla, Chrome, or Safari) to print each link's information.*

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Updated 11/04/2022

**McLennan**  
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**COLLEGE**

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## **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](http://www.mclennan.edu/disability).

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

[disabilities@mclennan.edu](mailto: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 acting Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling, Dr. Claudette Jackson, (Diversity, Equity & Inclusion/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center 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/](http://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/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom from 7:30 am - 6:00 pm Monday through Thursday and 7:30 am - 5:00 pm on Friday. You can contact the Academic Support and Tutoring team via Zoom (<https://mclennan.zoom.us/j/2542998500>) or email ([ast@mclennan.edu](mailto:ast@mclennan.edu)) during the above mentioned times.

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 either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing [crew@mclennan.edu](mailto:crew@mclennan.edu) or a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Both are located in the Completion Center located on the second floor of the Student Services Center (SSC) which is open Monday-Friday from 8 a.m.-5 p.m.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to [https://mclennan.co1.qualtrics.com/jfe/form/SV\\_07byXd7eB8iTqJg](https://mclennan.co1.qualtrics.com/jfe/form/SV_07byXd7eB8iTqJg). Both the Completion Center and Paulanne's 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](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**



Go to [www.mclennan.edu/academic-integrity](http://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-andStaffCommons/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/studentemail](http://www.mclennan.edu/studentemail).

**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](mailto: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](#)
- [Email Setup for Androids](#)

**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](mailto: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.