

Updated 08/03/2023



WACO, TEXAS

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**COURSE SYLLABUS**  
**AND**  
**INSTRUCTOR PLAN**  
**EMERGENCY MEDICAL TECHNICIAN BASIC**

**EMSP 1501\_ 076**

**Charles Jaquith**

**NOTE: This is a 16-week course.**

**NOTE: This is a Face-to-Face course.**

## EMERGENCY MEDICAL TECHNICIAN BASIC

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### Course Description:

Introduction to the level of Emergency Medical Technician (EMT)- Basic. Includes all the skills necessary to provide emergency medical care at a basic life support level with an ambulance service or other specialized services.

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

Must contact Justin Lawson at 299-6504 or [jlawson@mclennan.edu](mailto:jlawson@mclennan.edu) to be advised on prerequisites, the application process, and deadlines. Students must complete all immunizations before beginning this course.

EMSP 1160, EMSP 1173, EMSP 2271.

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

*Insert and course notes or recommendations*

### **Instructor Information:**

Instructor Name: Charles Jaquith

MCC E-mail: [cjaquith@mclennan.edu](mailto:cjaquith@mclennan.edu)

Office Phone Number: 254.299.6535

Office Location: ESEC 118

Office/Teacher Conference Hours: By appointment

Other Instruction Information: Each student must be advised by the program director before they can be enrolled in this course.

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

Title: Prehospital Emergency Care

Author: Joseph J. Mistovich

Edition: Twelfth

Publisher: Pearson

ISBN: 9780137938407

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

### **Methods of Teaching and Learning:**

Scenarios, case studies, skills practice, and simulations included in this course assist the student in developing critical thinking skills which can be applied in simulated prehospital care

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environments. Lecture presentations, discussion groups, computer exercises, quizzes, and exams are also used to support student learning.

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

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

1. Understand the roles and responsibilities of the EMT within the EMS system;
2. Apply the basic concepts of development and pathophysiology to assess and manage the emergency patient;
3. Apply patient assessment skills, basic airway management techniques, including the use of mechanical aids to ventilate the patient, and prehospital transport and patient management techniques to safely manage the medically ill or trauma patient in the field or during transport;
4. Understand the medical/legal and ethical issues relating to EMS practice and the issues impacting the well-being of the EMT.
5. Communicate effectively with the patient and family and members of the health care team.

*here*

### **Course Attendance/Participation Guidelines:**

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date.

1. Before the 60% point of the semester, a student who is absent for 20% or more of a face-to-face will be withdrawn from the course with a grade of W. A student may also request to be withdrawn with a grade of W before the 60% point of the semester. After the 60% point of the semester, the student may request to be withdrawn (decided on a case-by-case basis), or be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work.
2. Students who miss 25% or more clinical/field hours will be taken as evidence that the student does not intend to complete the course, and the student may be withdrawn from the course with a grade of **W**. A student who arrives to a clinical after the start time is considered absent and may be removed from the clinical, at the discretion of the preceptor.
3. Class times are listed on the course syllabus. Students are expected to be in class at the start of the day and remain in class through the end of the day. Students who arrive within 15 minutes after class has started will be counted late.

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4. Students more than 15 minutes late, or those who leave 15 minutes early are counted absent. These students may be allowed to stay in class for the remainder of the day but will still be counted absent. Exceptions may be granted with prior communication to the instructor.
5. Students are responsible for all material presented or assigned whether present or absent from class.
6. Prolonged Absence Plan of Action: If a student knows of an absence, that student must submit a detailed action plan to the lead paramedic instructor outlining actions the student will take to keep up with homework, lectures, quizzes, exams, lab hours etc. All work will be due 1 week after return to normal class schedule.

Students must contact their lead instructor if they are going to be late or absent from class.

Students must contact the Clinical Coordinator if they are going to be late or absent from a field shift. Students must contact their lead instructor should they be absent from a clinical shift.

### **Special Circumstances:**

If appropriate documentation is made for the following circumstances which require extended absences, the Program Director will attempt to make acceptable accommodations. The following list is not comprehensive and these circumstances will be reviewed on a case by case basis.

- Event of death of an immediate family member
- Military Duty
- Extended leave due to medical restrictions

### **Course Outline or Schedule:**

EMSP 1501 will be offered each Tuesday, Wednesday, and Thursday. The course is offered each semester each year and is taught in a classroom, skills laboratory, and computer lab located in the Emergency Services Education Center (ESEC). Course topics begin with an introduction to Emergency Medical Systems (EMS), the roles and responsibilities of the EMT, medical-legal issues, and EMS offenses. Students receive instruction in medical terminology, therapeutic communications, general principles of pathophysiology, and an introduction to anatomy and physiology. Students are instructed in patient assessment, basic airway management, stabilization of injuries and patient injuries, and safe patient transport.

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Week 1	Course overview, Fisdap, Emstesting, National registry, EMS Systems Public Health, Workforce Safety and Wellness, Medical/Legal and Ethics, Medical Terminology, Anatomy, and Physiology, Pathophysiology, lifting and Moving Patients, Life Span Development  Quiz
Week 2	<b><u>Exam 1 Preparatory</u></b> Patient Assessments, Scene Size-Up, History Taking and Monitoring Devices
Week 3	Airway Management, Respiration, Ventilation, and Oxygenation. General Pharmacology, Medication Administration.  <b><u>Exam 2 Patient Assessment,</u></b>
Week 4	Shock, BLS Resuscitation  <b><u>Exam 3 Airway Management, General Pharmacology,</u></b>
Week 5	Cardiovascular Emergencies, Allergic and Anaphylactic Reactions, Toxicology Emergencies and Infectious Diseases, Abdominal, Hematologic, Gynecologic, Genitourinary, and Renal Emergencies.  <b><u>Exam 4 Shock, BLS Resuscitation</u></b>
Week 6	Respiratory Emergencies, Altered Mental Status, Stroke, and Headache. Seizure and Syncope. Acute Diabetic Emergencies. Environmental Emergencies, Submersion Incidents: Drowning and Diving Emergencies.  <b><u>Exam 5 Medical A Chapters 17, 21 – 23, 26</u></b>
Week 7	<b><u>Skills</u></b>  <b><u>Exam 6 Medical B Chapter 16, 18 – 20, 24 - 25</u></b>
Week 8	Trauma Overview: The Trauma Patient and the Trauma System, Bleeding and Soft-Tissue Trauma, Burns, Musculoskeletal Trauma and Nontraumatic Fractures, and Head Trauma  <b><u>Exam 7 The Mid Term Chapters 1 – 3 and 5 - 26</u></b>  <b><u>All Skills must be done for the Clinical and Field Internship by the close of business.</u></b>
Week 9	<b>SPRING BREAK MARCH 4 – 8 NO SCHOOL WEEK 9</b>

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Week 10	Spinal Injury and Spinal Motion Restriction, Eye, Face, and Neck Trauma, Chest Trauma, Abdominal and Genitourinary Trauma, and Multisystem Trauma and Trauma in Special patient population <b><u>Exam 8 Trauma A Chapters 27 - 31</u></b>
Week 11	Obstetrics and Neonatal Pediatric Emergencies, Patients with Special Challenges, The Combat Veteran <b><u>Exam 9 Trauma B Chapters 32 - 36</u></b>
Week 12	Ambulance Operations and Air Medical Response, Agricultural and Industrial Emergencies <b><u>Exam 10 Special Patient Populations Chapter 37 - 39</u></b>
Week 13	Incident Management, Multiple Casualty Incidents, Terrorism Response and Disaster Management
Week 14	<b><u>Exam 11 EMS Operation Chapter 38 – 41</u></b> <b><u>Jurisprudence Exam</u></b> Simulation
Week 15	Simulation and preparation for National Registry
Week 16	<b><u>Final Test</u></b> <b><u>All EMS paperwork is Due NIMS, Clinical, and Ride outs</u></b> Graduation practice Graduation November 30, 2023, at 7:00 PM Location TBA

## **Course Grading Information:**

Students must maintain a course average of 82% and score a minimum of 82% on the course final examination. The course average will be based on the following:

Major exams:	25%
Simulation & Skills:	10%
Homework and Quiz	25%
Class participation:	25%
Final exam:	15%

Theory course grade values are as follows:

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A = 92 - 100  
B = 82 – 91  
C = 72 – 81  
D = 63 – 71  
F = 62 and below

**Each student must complete the course with a class average of 82% or higher before a Course Completion Certificate (CCC) is issued.** A student must also meet all written exams, clinical experiences, field internships, and skills proficiency requirements and receive approval from the course coordinator and the medical director before issuing a CCC. **Any student without a CCC will not be allowed to complete the National Registry examination.**

### **Late Work and Make Up Work Policies:**

*Include late work policies, make-up policies, and other policies specific to the instructor. Be specific about consequences for late work or missing class.*

### **Student Behavioral Expectations or Conduct Policy:**

Students who receive an Incomplete in a theory module will not be allowed to enroll in the next scheduled theory course. They must wait until the next time the subsequent course is offered.

Clinical/Practicum course grade values are as follows:

A = Clinical documentation turned in by the assigned due date.

B = Clinical documentation turned in after the given due date but before the end of the course.

I = Clinical documentation turned in after the end of the course.

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 educational opportunity.

### **Code of Conduct**

EMS professionals are required to conduct themselves with integrity, honesty, and reliability.

The following conduct guidelines are to be followed:

1. Students are required to do their own work and conduct themselves in a professional manner. All clinical documentation, assigned homework, or special assignments are to be completed by the student without sharing information or conferring with another student.
2. Students are required to be in their seats at the assigned start time for each class. Students are also required to report to clinical and ambulance assignments on time. Students arriving more than 15 minutes late without prior instructor approval will be considered tardy. Students

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arriving more than 30 minutes late without prior authorization will be counted absent. Any student who accumulates three late arrivals for the class will be officially counseled.

3. Students are expected to be alert and take the initiative to participate in the classroom, skills, and clinical activities. Students participating in clinical are expected to demonstrate a professional, helpful, and courteous attitude when directed by clinical staff or a clinical preceptor to complete a task.
4. Students should be open and accepting of corrections or recommendations to their performance in the classroom, skills lab, or clinical activities. Students should accept instructor recommendations as constructive criticism.
5. Students will maintain a professional appearance at all times. Students are required to maintain good personal hygiene. Tattoos are to be covered during clinical. Body piercing in areas other than the earlobe should not be displayed while participating in classroom or clinical activities. After each student receives their uniform, they will wear their approved uniforms to class, clinical, and EMS ride-outs.
6. When not in uniform, students will come to class dressed appropriately. Collared shirts and blouses are to be worn (no see-through tops, tank, halter, or bikini tops), and clothing must be in good condition without holes in inappropriate areas. Clothes imprinted with inflammatory/derogatory statements or pictures will not be allowed.
7. Students will demonstrate respectful, caring attitudes at all times.
8. Students will observe the requirements outlined in the Health Insurance Portability and Accountability Act (HIPAA) and respect the right of the patient to confidentiality. All patient information is absolutely confidential. Patient names will not be used on student clinical documentation forms, and information will be limited to anonymous, general medical information. Violation of HIPAA guidelines may result in dismissal from the program.
9. Students will avoid disruptive behavior or inappropriate language in the classroom or clinical sites.
10. Students will refrain from sleeping or doing homework for other courses while in class (see#3). Any student observed doing so will be excused from the class and marked absent. Students will be counseled if two such occurrences are documented.
11. Students will not report to class or clinical while under the influence of any substance affecting the student's mental status or ability to function in an alert, appropriate manner. This regulation includes prescription medications. Students are subject to mandatory testing if any doubt exists or in the event of an accident or injury.
12. MCC is a tobacco-free institution. Tobacco products (cigarettes, snuff, chewing tobacco) are only used in designated areas. "Spit cups" or bottles are not allowed inside the classrooms or clinical sites.
13. Students will refrain from fraternization with instructors, adjunct staff, and preceptors.



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14. Students will not access another student's grades or class information.

### **Clinical Code of Conduct**

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

1. Take patient history and perform a patient physical examination;
  2. Develop a prehospital plan of care for the patient with acute pulmonary injury;
  3. Develop a prehospital plan of care for the patient with acute respiratory illness;
  4. Establish and maintain a patent airway, including ventilation and oxygenation using appropriate techniques;
  5. Communicate effectively with the patient and family and members of the health care team.
- Inappropriate behavior and unsafe practice are grounds for requesting that the student leave the clinical facility and possible dismissal from the program. Students out of uniform without a nametag will be asked to leave the clinical site.

Examples of inappropriate behavior and unsafe practice include:

1. Attending clinical while under the influence of any substance affecting a student's ability to respond reasonably and acceptably.
2. Performing unsafe patient care, thereby causing physical injury or emotional stress to the patient, family members, or clinical staff.
3. Falsifying information concerning the patient, clinical staff, or another student.
4. Performing skills that are not appropriate for the level of practice or skills that have not been previously validated and documented in the student's record.
5. Violation of the code of conduct.
6. Refusing to perform patient care due to medical diagnosis, race, sex, and creed.

Students must perform professionally at all times. Student performance problems in any clinical site will be documented in writing and reported to the Clinical Coordinator.

**[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.

10/09/2023



## **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 Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling, Dr. Claudette Jackson, (Accommodations/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 may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>

Additionally, Title IX provides rights and protections for pregnant and newly parenting students. 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. You can contact the Academic Support and Tutoring team via Zoom or email ([ast@mclennan.edu](mailto:ast@mclennan.edu)) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>)

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 [success@mclennan.edu](mailto:success@mclennan.edu).

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to <https://calendly.com/paulannespantry-mcc/15min>.

The CREW, Success Coaches, and Paulanne's Pantry are all located on the second floor of the Student Services building in Success Coaching Services.

**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:**

Please view our [Academic integrity statement](#) for more information about academic integrity, dishonesty, and cheating. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

**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/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](#) 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.