

Updated 08/03/2023



WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

CLINICAL INTERMEDIATE I

EMSP 1161_C050

JONIE RABY

NOTE: This is a 16-week course.

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Course Description:

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. This course allows requires both hospital and pre-hospital experiences under the supervision of a qualified preceptor. Students must complete a minimum of 116 hours (semester 1) of field and clinical experience with approved clinical affiliates.

Prerequisites and/or Corequisites:

Prerequisites for this course are as follows: a Current Texas EMT Certification. Must have acceptable TSIA assessment scores or equivalent. Must contact EMS/Paramedicine program director for advising. Corequisites: EMSP 1438, 1455, 1456, and 2237. Semester Hours 1 (6 Clinical hours/Week).

Course Notes and Instructor Recommendations:

A qualified clinical preceptor, whether adjunct, part-time, or full-time faculty, will accompany students in all required hospital departments. To maintain high-quality instruction and supervision, the student-to-preceptor ration will not exceed 6:1 in the clinical setting.

Students are responsible for bringing all required documentation, forms, and equipment to every clinical shift. Due to the rigorous academic, clinical, and filed requirements of the AEMT/Paramedic program, full-time employment is not recommended, as it may impact student success and program completion.

Instructor Information:

Instructor Name: Jonie Raby

MCC Email: jraby@mclennan.edu

Office Phone Number: (254) 299-6509

Office Location: ESEC 116

Office/Teacher Conference Hours: Tuesday's and Thursday's 0900-1600 hours and/or by appointment.

Other Instruction Information: Zachary Cleere is the designated Clinical Coordinator and should be contacted with any on site clinical issues or concerns; zcleere@mclennan.edu.

Required Text & Materials:

Title: *Advanced EMT A Clinical-Reasoning Approach, Updated 2nd Edition*

Author: Melissa Alexander / Richard Belle

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Edition: Second Edition Update

Publisher: Pearson

ISBN: 13: 978-0-13-816527-7

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

Methods of Teaching and Learning:

For this course, students will participate in providing patient care under the supervision of a hospital preceptor. Preceptors provide feedback and guidance to students as deemed necessary during the clinical experience. Student documentation is reviewed by the instructor or preceptor, either in person or via FISDAP. This presents opportunities to discuss patient outcomes and any areas requiring improvement. Students also learn by observing the care and treatment of patients by clinical staff and physicians. Clinical placement experiences are designed to assist the student in developing critical thinking skills.

Course Objectives and/or Competencies:

At the completion of this course the student will have the knowledge and skills necessary to:

1. Students will gain hands-on experience through clinical rotations in various emergency settings, such as hospitals, emergency departments, operating room, and pre-hospital environments, under the supervision of experienced preceptors.
2. Students will explore the legal and ethical principles governing paramedic practice, including patient rights, confidentiality, and professional responsibilities.
3. Students will acquire and practice advanced emergency medical skills, such as endotracheal intubation, medication administration, and intravenous therapy.
4. Integrate the principles of pre-hospital patient care and assessment findings to recognize and formulate a field impression.
5. Develop a prehospital plan of care for the patient, formulate a treatment plan and documentation of care.
6. Establish and maintain a patent airway, including ventilation and oxygenation using appropriate techniques.
7. Communicate effectively with patients, their family members, and the health care team.

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

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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.

Regular and punctual attendance is expected of all students. Any student failing to attend classes the first two weeks of the semester or failing to participate in online courses and activities the first two weeks will be subject to being dropped by the professor. Students, whether present or absent, are responsible for all material presented or assigned for a course and will be held accountable for such materials in the determination of course grades.

Before the 60% point of the semester, a student who is absent for 25% or more of a face-to-face or blended course or who misses 25% or more of assigned work for an online course 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 if the student is passing. If the student is not passing, they will be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work.

Course Outline or Schedule:

Students will begin participating in clinical experiences approximately 4 weeks after the beginning of the semester. This date is subject to change based on completion of SMC requirements and required skills completion through Emergency Procedures (EMSP 2237). There are no scheduled classroom activities for this course and the students are assigned to a detailed hospital rotation. Hospital clinical assignments consist of 5-10 hours shifts with students assigned to specific clinical areas (primarily in the ER/OR) with a clinical preceptor. Clinical assignment changes are emailed to the students MCC email account or communicated to them in person. Students will sign up for the required number of clinical shifts in FISDAP.

Students course schedule is based on the Clinical/Field requirements outlined in "Semester #1"

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Required clinical Hours and Documentation: AEMT / Paramedic Level			
AEMT / Paramedic Levels	Clinical Requirements	Field Internship/Field Experience Field Internship/Field Experience	Notes
Semester # 1	30 hrs.- <i>ER Minimum</i> 14 hrs. - <i>OR Minimum</i>	72 hrs. Ride-outs	Students will be assigned to the emergency department and surgery. <i>Students must meet the ER and OR minimums.</i>

AEMT / Paramedic Program Hybrid Schedule Overview:

To accommodate students who work full-time shift schedules (like 24- or 48-hour EMS/fire schedules), we have designed a flexible hybrid schedule:

1. **Mandatory Attendance:**
 - Students must attend either Monday or Wednesday each week. This ensures everyone gets the core instruction and hands-on training.
 - These will be designated skills, lab, Scenario based, and or Exam days.
2. **Optional Attendance Days:**
 - Thursday and Friday are optional, but students are required to attend at least 50% of these optional days over the semester. Thursday sessions will be offered from 1:00 pm – 5:00 pm and Friday sessions will be from 9:00am-12:00 pm.
 - These days are intended for extra practice, labs, scenarios, review sessions, and supplemental instruction.
3. **Flexibility:**
 - This schedule is designed to allow students with shift work to balance their professional responsibilities while staying on track with the program.
4. **Key Requirement:**
 - Missing your mandatory Monday or Wednesday session is not permitted.
 - Attendance tracking will ensure that students meet the 50% attendance requirement for optional days.

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NOTE: Attendance will be taken each day class is in session. It is the student's responsibility to sign the attendance log; failure to do so will result in an absence for that day.

Course Grading Information:

Students must maintain a course average of 80% which will be based on the following:

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

Additionally, students will be graded by several key factors, including your meticulous documentation in FISDAP, which will track your progress and performance. Your affect and professionalism during field and clinical experiences are critical components of your evaluation, as they reflect your ability to interact effectively with patients, peers, and healthcare professionals. Meeting the required patient contacts and demonstrating proficiency in essential skills are mandatory to ensure students are gaining the hands-on experience and practical knowledge necessary for their role as a paramedic.

Students must maintain a passing grade in the didactic portion of class to participate in clinical assignments. In addition to the didactic portion, students must show skills competency, as noted in the skills proficiency section, before utilizing skills in the clinical setting. Students must also maintain current attendance of at least 80%. Performing any skills without proven competency is an unsafe practice and will result in counseling which may be cause for removal from the program. MCC-approved clinical facilities will be used by all students. Students are evaluated by trained preceptors and MCC faculty during their clinical experiences and by qualified EMS professionals during their field internships. To successfully complete each clinical or field internship course the student must receive a grade of 80% or higher and complete the number of rotations required. Students should be helpful and courteous to clinical staff at all times. Students will **not** be allowed to have patient contact without current immunizations.

DAV Policy: Refer to the AEMT/Paramedic Student Handbook for specific details on DAVs affecting final semester grades.

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Theory course grade values are as follows:

A	90-100%
B	80-89%
C	71-79%
D	63-70%
F	62 and below

****Grades will not be rounded up. A 82.5% is recorded as an 82%.****

Late Work and Make Up Work Policies:

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.

Regular and punctual attendance is expected of all EMS students. Each absence (in a course) will count towards attendance requirements in each course.

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 at a clinical after the start time is considered absent and may be removed from the clinical, at the discretion of the preceptor. 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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3. 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.
4. Students are responsible for all material presented or assigned whether present or absent from class.
5. 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 returning to normal class schedule.

Students must contact the Clinical Coordinator, zcleere@mclennan.edu, if they are going to be late or absent from a field shift. Additionally, Students must contact the lead instructor if they are going to be late or absent from a clinical shift.

Student Behavioral Expectations or Conduct Policy:

The following is an excerpt from the MCC's professional Conduct Requirements:

“McLennan Community College (MCC) 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 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 always refrain from disruptive behavior or inappropriate language.
7. Students will refrain from fraternization with instructors, adjunct staff, and preceptors.
8. Students will not access another student's grades or confidential information.

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9. Chewing gum or eating while performing patient care will not be allowed.

“Unsafe clinical behaviors” may include lack of preparation, performance that could negatively impact a patient’s healthcare status, failure to report a patient care error, performing any procedure without MCC staff approval and appropriate documentation in FISDAP, disregarding any instruction from a preceptor, continued lack of progress identified through instructional and preceptor feedback, or inability to work as a member of the patient care team.

Clinical Scheduling:

Students will sign-up and schedule EMS ride-outs and hospital rotations utilizing **FISDAP**. Students may not attend any rotations without being assigned on FISDAP. Students attending any internship shifts not scheduled appropriately in FISDAP will not count toward the program’s requirements. The MCC EMS Academy trains paramedics for the responsibility of the workforce. “Dropping” a clinical or field shift will be deducted from the student’s affective grades and excessive drops (more than 2 unapproved drops a semester or excessive drops with a week or more notice) may result in removal from the paramedic program. (This will also align with MCC’s excused/unexcused absence policy.) Any changes in clinical scheduling must be approved by the clinical coordinator **and** the lead instructor.

[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.

06/24/2025



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 Accommodations (Disability Services) as soon as possible to begin the steps for requesting accommodations. 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 Accommodations (Disability Services). 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

Title IX:

Title IX of the Education Amendments of 1972 is a Federal civil rights law that prohibits discrimination on the basis of sex in educational programs and activities that receive Federal funds. 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 a Title IX incident are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465.

Additionally, Title IX provides rights and protections for pregnant and newly parenting students which can include educational accommodations such as excused absences

and the opportunity to make up assignments and tests. Lactation spaces are also available on campus. Please email titleix@mclennan.edu for more information.

MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Faculty and Staff may email titleix@mclennan.edu to submit a report.

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 <https://www.lighthouse-services.com>

Visit McLennan's Title IX webpage at <https://www.mclennan.edu/titleix/> to learn more about Title IX protections, reporting, and resources.

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/>

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>.

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) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>)

Success Coaching Services is here for you.

We know life can be overwhelming sometimes—and that challenges outside the classroom can impact your success inside it. That's why our Success Coaches provide personalized support to help you navigate it all.

Success Coaching is available to every MCC student, no matter where you're starting from. Whether you're looking for direction, need quick advice, or just want someone to talk to, our coaches are here to listen, celebrate your strengths, and help you move forward with confidence. At Success Coaching Services, your voice is heard, your goals matter, and your future is our focus.

To learn more or schedule an appointment, visit www.mclennan.edu/successcoaching, call 254-299-8226, or email success@mclennan.edu.

College personnel also recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources and other essential resources, we encourage you to contact the CREW - Campus Resources Education Web by calling 254-299-8561 or emailing crew@mclennan.edu.

Success Coaching Services, the CREW, and Paulanne's Pantry are located on the second floor of the Student Services building in Success Coaching Services, suite 249.

The Student Counseling Center offers confidential mental health counseling to currently enrolled students at no charge. Counselors are trained to help students with problems related to personal, social, and emotional concerns. Sessions focus on short-term goals in order to facilitate students college success and adjustment. This service is available to students in person or through Zoom.

Make an appointment to meet with a counselor by visiting the center in the Wellness & Fitness building, room 101, calling 254-299-8210, or emailing counseling@mclennan.edu.

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/scholarships-and-resources/emergencygrant.html>

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:

For online and blended/hybrid courses, students must have access to a reliable computer and internet. For more information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system go to: <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-StaffCommons/requirements.html>

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.

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](#)
- [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.

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.