

| HCC COURSE GUIDE Resources for Instructors | |
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| Discipline/Program | Emergency Medical Services |
| Course Level | Basic |
| Course Title | Emergency Medical Technician – Basic |
| Course Rubric and Number (e.g. HIST 1301) | EMSP 1501 |
| Semester with Course Reference Number (CRN) | Fall Day Class CRN 57889 |
| Course Location/Times | Codwell Hall M-T-Th 8-4 |
| Course Semester Credit Hours (SCH) (lecture, lab) If applicable | 5 Credits (3 Lecture 7 Labs) |
| Total Course Contact Hours | 160 Hours |
| Course Continuing Education Units (CEU): If applicable | 160 Units |
| Course Length (number of weeks) | 10 Weeks |
| Type of Instruction | Face-to Face |
| Instructor contact information (phone number and email address) | Karen Raney 713-718-7696 Karen.Raney@hccs.edu |
| Office Location and Hours | Room 111 Codwell Hall 7:30-8:00 AM 4:00-6:00 PM |
| Course Description: ACGM or WECM | Preparation for certification as an Emergency Medical Technician (EMT) Basic. Includes all the skills necessary to provide emergency medical care at a basic life support level with an emergency service or other specialized service. |
| Course Description: HCC Catalog Description | The Emergency Medical Technician – Basic (EMT-B) course is the entry level into the Emergency Medical Services career field. This program follows the current Department of Transportation (DOT) EMT-B curriculum and is approved by the Texas Department of State Health Services. This program trains EMT's to work in the prehospital emergency medical environment. For students in other allied health careers, the EMT-B training provides valuable assessment and treatment skills for emergencies in the prehospital setting. |
| Course Prerequisite(s) | 18-years of age; HS diploma or GED; College level reading; CPR; Physical exam; Immunizations; Drug screen; Background Check; Code of Conduct signature page |
| Academic Discipline/CTE Program Learning Outcomes | <ul style="list-style-type: none"> Integrate knowledge and skills to pass course final exam and NR skills testing Practices interpersonal and team work skills. Formulate appropriate written and verbal communication skills. |
| Course Student Learning Outcomes (SLO): 4 to 7 | <ul style="list-style-type: none"> Differentiate signs and symptoms to make patient care decisions Formulate medication needs after assessment of a patient. . |

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| | To be completed by Dept/Discipline Chair |
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| | To be completed by Dept/Discipline Chair as appropriate |

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| | <ul style="list-style-type: none"> Using equipment, technology and assessment analyze the needs for appropriate patient care. Exhibit the ability to make ethical and moral patient care decisions Perform automatically a complete assessment of trauma and medical patients | | | | | | | | | | |
| Learning Objectives (Numbering system should be linked to SLO – e.g., 1.1, 1.2, 1.3, etc.) | | | | | | | | | | | |
| SCANS or Core Curriculum Competencies: If applicable | <p>C1 Selects goal-relevant activities, ranks them, allocates time, and prepares and follows schedules.</p> <p>C8 Uses computers to process information</p> <p>C9 Participates as a member of a team: Contributes to group effort.</p> <p>C18 Selects Technology: Chooses procedures, tools, or equipment, including computers and related technologies.</p> <p>C20 Maintains and Troubleshoots Equipment: Prevents, identifies, or solves problems with equipment, including computers and other technologies</p> <p>F1 Reading: Locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules</p> <p>F5 Listening: Receives, attends to, interprets, and responds to verbal messages and other cues.</p> <p>F6 Speaking: Organizes ideas and communicates orally.</p> <p>F11 Knowing How to Learn: Uses efficient learning techniques to acquire and apply new knowledge and skills.</p> <p>F17 Integrity/Honesty: Chooses ethical courses of action.</p> | | | | | | | | | | |
| Course Calendar | Found on Blackboard or via email from instructor | | | | | | | | | | |
| Instructional Methods | Found on Blackboard | | | | | | | | | | |
| Student Assignments | Found on Blackboard | | | | | | | | | | |
| Student Assessment(s) | Found on Blackboard | | | | | | | | | | |
| Instructor’s Requirements | Found on Blackboard | | | | | | | | | | |
| Program/Discipline Requirements: If applicable | | | | | | | | | | | |
| HCC Grading Scale | A = 100 – 90; B = 89 – 80; C = 79 – 75; Below 75 = F | | | | | | | | | | |
| Instructor Grading Criteria | <table> <tr> <td>Grade Calculation: Daily Quizzes</td> <td>10%</td> </tr> <tr> <td>Affective grade</td> <td>10%</td> </tr> <tr> <td>Major Exams</td> <td>40%</td> </tr> <tr> <td>EMT Final Exam</td> <td>40%</td> </tr> <tr> <td>NR/TDSHS EMT Skills</td> <td>Pass/Fail</td> </tr> </table> | Grade Calculation: Daily Quizzes | 10% | Affective grade | 10% | Major Exams | 40% | EMT Final Exam | 40% | NR/TDSHS EMT Skills | Pass/Fail |
| Grade Calculation: Daily Quizzes | 10% | | | | | | | | | | |
| Affective grade | 10% | | | | | | | | | | |
| Major Exams | 40% | | | | | | | | | | |
| EMT Final Exam | 40% | | | | | | | | | | |
| NR/TDSHS EMT Skills | Pass/Fail | | | | | | | | | | |
| Instructional Materials | Required Texts: Emergency Care and Transportation of the Sick and Injured, 9 th Edition ISBN: 13:9780763744052 – Textbook | | | | | | | | | | |

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| | <p>Emergency Care and Transportation of the Sick and Injured, 9th Edition ISBN: 13:978076378579 – Workbook</p> <p>Recommended Texts: www.jbpub.com Test Prep: EMT-Basic Success ISBN: 9780763757830 Student discount code: HC1EP</p> |
| <p>HCC Policy Statement: ADA</p> | <p>HCC Policy Statement: ADA Services to Students with Disabilities Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. (At any HCC campus) Faculty are authorized to provide only the accommodations requested by the Disability Support Services Office. If you have any questions, please contact the Disability Counselor at your college or the District Disability Office at 713-718-5165.</p> |
| <p>HCC Policy Statement: Academic Honesty</p> | <p>HCC Policy Statement: Academic Honesty You are expected to be familiar with the College's Policy on Academic Honesty, found in the catalog and student handbook. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. "Scholastic dishonesty": includes, but is not limited to, cheating on a test, plagiarism, and collusion.</p> <p>Cheating on a test includes:</p> <ul style="list-style-type: none"> • Copying from another students' test paper; • Using materials not authorized by the person giving the test; • Collaborating with another student during a test without authorization; • Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered; • Bribing another person to obtain a test that is to be administered. <p>Plagiarism means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.</p> <p>Collusion mean the unauthorized collaboration with another person in preparing written work offered for credit. Possible punishments for academic dishonesty may include a grade of O or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the Student Handbook)</p> |
| <p>HCC Policy Statement: Student attendance, 3-peaters, withdrawal deadline</p> | <p><u>Class Attendance:</u> All lecture classes, labs, and clinical require mandatory attendance. Class/Lab attendance is checked daily. If a student misses more than 10% of the didactic course the student will be dropped for excessive absences (time will count hour for hour). If time missed is due to medical illness the department will require a signed physician clearance to reenter the program. Texas Department of State Health Services requires all students meet / attend and complete all class / clinical hours to be considered complete in the program. If the student is absent or tardy they MUST contact their lead EMS Instructor prior to the start of class or clinical. Any student that is Absence Without Leave (AWOL) may be dismissed from the program immediately</p> |

pending Lead instructor and Department chair decision.

Missed class time: When **any** time is missed the student will do the following to allow for continuance in the program: (this will **not** serve as “make-up” time – time missed is time missed.) If the student misses class time he / she will be required to completely define, differentiate, describe, explain, etc. the core cognitive objectives assigned by the instructor over the information missed. The objectives are listed at the beginning of each chapter of the required textbook. Work will be turned into the instructor at the start of the next class date.

Tardiness (classroom): Tardy will be defined as missing less than 15 minutes of class. After 15 minutes the doors to the classroom will be locked and the student will not join the class until the instructor gives the class a break. Three (3) tardies will count as 2 hours missed from the program and will be considered “chronic” tardiness. The student may be dismissed from the program pending the Lead instructor and Department chair decision.

Skills Lab missed time: When **any** time is missed the student will do the following to allow for continuance in the program: (this will **not** serve as “make-up” time – time missed is time missed.) The HCC Lead instructor will have an HCC skills instructor contact the student. The skills instructor will set a time / date / location to meet with the student so the skills practice can occur (within a week of the time missed). The student will pay the instructor at a rate of \$30.00 per hour.

Tardiness (skills lab): Tardy will be defined as missing less than 15 minutes of class. If the student misses more than 15 minutes of skills lab the student will be required to meet with an HCC skills instructor for a one (1) hour session. The HCC Lead instructor will have an HCC skills instructor contact the student. The skills instructor will set a time / date / location to meet with the student so the skills practice can occur (within a week of the time missed). The student will pay the instructor at a rate of \$30.00 per hour.

Course Withdrawals-First Time Freshmen Students-Fall 2007 and Later: Under Section 51.907 of the Texas Education Code “an institution of higher education may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education.” Beginning in fall 2007, the Texas Legislature passed a law limiting first time entering freshmen to no more than **SIX** total course withdrawals **throughout** their educational career in obtaining a certificate and/or degree.

Course Withdrawals: Be sure you understand HCC policies about dropping a course. It is the student’s responsibility to withdraw officially from a course and prevent an “F” from appearing on the transcript. If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal. Before, you withdraw from your course; please take the time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would

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| | <p>enable you to complete the course. Your success is very important.</p> <p>If you plan on withdrawing from your class, you MUST contact a HCC counselor or your professor prior to withdrawing (dropping) the class for approval and this must be done PRIOR to the withdrawal deadline to receive a “W” on your transcript. **Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines. Remember to allow a 24-hour response time when communicating via email and/or telephone with a professor and/or counselor. Do not submit a request to discuss withdrawal options less than a day before the deadline. If you do not withdraw before the deadline, you will receive the grade that you are making in the class as your final grade.</p> <p><u>Early Alert Program:</u> To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your professor <i>may</i> “alert” you and HCC counselors that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.</p> <p><u>Repeat Course Fee:</u> The State of Texas encourages students to complete college without having to repeat failed classes. To increase student success, students who repeat the same course more than twice, are required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC will charge a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor/counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available.</p> |
| Test Bank | |
| Scoring Rubrics | |
| Sample Assignments | |
| Sample Instructional Methods/Activities | |

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| | To be completed by Dept/Discipline Chair |
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