

VALENCIA COLLEGE- WEST CAMPUS
FUNDAMENTALS OF EMT (EMS 1119): CRNs 20121 (MORNING) AND 20122 (EVENING)
SPRING 2020
LECTURE SYLLABUS

INSTRUCTOR: Bobbie W. Sartor: EMT Program Coordinator, West Campus
Email: bsartor@valenciacollege.edu
Office: 407.582.1665 (*please, leave message if no answer!*) Fax: 407.582.1984
Matthew Dailey: Part-Time Instructor, Tuesday evenings, no office hours
Email: mdailey3@valenciacollege.edu

OFFICE HOURS: Mrs. Sartor office location: 3-247B Office hours posted beginning of session

INSTRUCTIONAL METHODS: Classroom lecture/activities, Canvas and MyLab Brady on-line assignments

EMS 1119 CREDIT AND CONTACT HOURS: Upon successful completion: 8 credit hours (8 contact hours)

CLASS MEETINGS: Monday and Tuesday Morning: 8:30 AM – 12:30 PM Evening: 5:30 PM – 9:30 PM

CLASS LOCATION: Building 3, Room 116

REQUIRED TEXTS: *MANDATORY FOR FIRST DAY OF CLASS*

- **Prehospital Emergency Care, 11TH Ed.**
 - May purchase the hard copy of book bundled with MyLab Brady Access Code **OR** just the MyLab Brady Access card only (Access Card contains MyLab Brady Access and the eText version of the book)
- Author: Mistovich Publisher: Brady/Pearson ISBN: 0134752325

COURSE DESCRIPTION:

EMS 1119, 1119L, and EMS 1431L are the classes that make up the VC EMT Program. Develop healthcare professional capable of providing basic life support in all aspects of emergency medical care. Student learns assessment in medical and trauma emergencies, stabilization of illness/injury and patient transport.

EMT PROGRAM OUTCOMES

- Perform entry level skills as described by the scope of practice for EMT
- Perform effective communication in the pre-hospital healthcare environment
- Structure a safe environment for patients in the pre-hospital setting
- Practice professional behaviors in the pre-hospital healthcare setting
- Execute safe clinical decision making in the pre-hospital environment

CO-REQUISITES:

EMS 1119L and EMS 1431L. All three courses must be completed with a "C"- 75% or greater. If unsuccessful in any one of the three co-requisite components, the student will not receive a certificate and letter of completion for the EMT Program. Per State of Florida Statute 401-64J (page 19) and Valencia College EMT Program Policy, EMT students must pass a cumulative Class Final Exam (EMS 1119), all Lab (EMS 1119L) Mid-Term and Final exams (skills and scenarios), and the Clinical course (EMS 1431L) with a minimum of 75% or better to successfully complete the EMT Program. Any student that earns less than 75% on the Final Class exam or the any Lab Mid-Term or Final Scenario or Skills exams will receive a final grade of "F", regardless of previous class or lab average. If a student withdraws from one co-requisite of the EMT Program, they must withdraw from the other two co-requisites.

VALENCIA COLLEGE CORE COMPETENCIES:

Valencia College faculty have identified four core competencies that define the learning outcomes for a successful Valencia graduate. The four competencies are:

1. Think clearly, critically, and creatively. Analyze, synthesize, integrate, evaluate in many domains of human inquiry.
2. Make reasoned value judgments and responsible commitment.
3. Communicate with different audiences using varied and appropriate methods (oral/written/visual/graphic/non-verbal).
4. Act purposefully, reflectively, responsibly in the context of adult life (personal, professional, community).

STUDENTS WITH DISABILITIES:

Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, *preferably during the first two weeks of class.* The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. West Campus SSB, Rm. 102 Ph: [407-582-1523](tel:4075821523) Fax: [407-582-1326](tel:4075821326) TTY: [407-582-1222](tel:4075821222)

VALENCIA COLLEGE BUSINESS OFFICE POLICY:

Any student that drops, withdraws, or is withdrawn from a class BEFORE the last day of the Drop/Add period listed on the VC credit class schedule is eligible for a 100% refund of the refundable fees. **Spring 2020 Drop/Refund Deadline is January 13, 2020 (11:59 p.m.).** Per Valencia Policy 4-07: (Academic Progress, Course Attendance and Grades, and Withdrawals): a student who withdraws from class before the established deadline for a particular term will receive a grade of "W".

Spring 2020 Withdrawal Deadline with "W" grade is March 20, 2020. A student is not permitted to withdraw after the withdrawal deadline. Faculty member may withdraw a student up to the beginning of the final exam period for violation of the class attendance policy. A student who is withdrawn by faculty for violation of the class attendance policy will receive a grade of "F." Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of "F."

It is the responsibility of the student using financial aid, loans, or employer reimbursement for tuition to be aware of how grades and withdrawals may affect current and future financial aid and loan status. For a complete policy and procedure overview on Valencia Policy 4-07 please go to: <http://valenciacc.edu/generalcounsel/policydetail.cfm?RecordID=75>.

ACADEMIC HONESTY

The student is expected to comply with the college policy of academic honesty. Any student in violation of this policy will receive an "F" and will be withdrawn from the program. Any student found removing any examination material from lecture or laboratory exams will receive an "F" and will be withdrawn at the professor's discretion.

TOTAL POINT/GRADES (EMS 1119)

Grades are based on points earned/lost. Throughout the semester, students earn points by taking exams, quizzes, and MyLab BRADY Chapter Tests. The points earned/lost are one point per question on quizzes, tests, Midterm and Final. MyLab BRADY Chapter Tests are worth 3 points apiece. Chapter Tests must be completed in their entirety with a minimum score of 85% for each Chapter Test to receive the 3 points. Failure to achieve 85% for the assignment will result in a 0/3 score. The other activities in MyLab BRADY are for your practice only and is not counted in your grade.

POINTS POSSIBLE:

- Test 1: 30 points
- Test 2: 60 points
- Test 3: 60 points
- Test 4: 60 points
- Test 5: 40 points
- Test 6: 60 points
- **Midterm Exam**: 150 points
- Test 7: 60 points
- Test 8: 60 points
- Test 9: 60 points
- **Final Exam**: 150 points
- Label Skeleton Quiz: 37 points
- Blood Pathway Quiz: 18 points
- Medication Guidelines Quiz: 27 points
- GCS Quiz: 21 points
- MyLab BRADY Chapter Tests: 120 points (3 points each)

Total Points: 1,013

The final grade for EACH separate co-requisite- EMS 1119, EMS 1119L, and EMS 1431 - is calculated by taking the total number of points earned by the student and dividing by the total number of possible points. Points are not combined between each class within the Program- all grades and points are individually earned for each separate class.

GRADING SCALE FOR EMS 1119 (CLASS):

A: 100-93% **B:** 92-85% **C:** 84-75% **D:** 74-68% **F:** 67% and below

FOR ASSISTANCE WITH CANVAS OR MYLAB BRADY: CONTACT THE RIGHT PERSON

1. If you have a problem with Canvas: contact the Canvas Helpdesk at 407.582.5600.
2. If you have a problem with the MyBradyLab website: call 1.888.433.8435 or go to their website:
<http://www.pearsonmylabandmastering.com/northamerica/mybradylab/students/support/index.html>

CLASS POLICIES, CONDUCT, AND PROFESSIONALISM

1. Attendance is taken by the Professor at the beginning of class and, at the Professor's discretion, may be taken again at any time during the class.
2. Students arriving more than fifteen minutes after the beginning of class or leaving more than fifteen minutes before the end of class will be marked as absent. Arrival at any time after the beginning of class is considered tardy. Three episodes of tardiness will constitute an absence. No exceptions are made to this rule.
3. Absences are not classified as "excused" or "unexcused". The student is either in class or absent. The one exception is jury duty. If a student is required to attend jury duty, the student must bring a signed confirmation of jury duty the day they return to class. If the student fails to present a signed confirmation on their return, the missed class day(s) will count as an absence(s).
4. If a student fails to attend three class sessions, he/she will be placed on academic probation and will meet with the Professor to discuss continuation in the program. Any subsequent absences will result in automatic administrative withdrawal from the program per college policy.
5. The student is responsible for all materials, quizzes, and examinations missed due to tardiness or absence. The Midterm, and Final are Mandatory days and these exams must be taken on the scheduled day. There will be no make-up exams. You will receive a zero if you are not present for the Midterm and Final.
6. If you are absent on a test day (excluding the Mandatory Midterm and Final) you will take your exam in the testing center the day you return to class. It is your responsibility to inform the instructor that you were absent and need to take the exam. If you do not inform the instructor and do not take it the day you return it will result in a zero. Make up exams/quizzes are taken outside of the scheduled class and lab times.
7. In addition to scheduled exams, unannounced quizzes may be administered at the Professor's discretion.
8. Students may not perform clinical rotations during scheduled class sessions. Late arrival to class due to delay at a clinical setting is not considered excused tardiness.
9. All reading assignments should be completed prior to lecture.
10. All students are expected to conform to college and classroom policy regarding conduct in the classroom.
11. The student is not allowed to be subject to call during any class, lab, or clinical session.
12. Lecture and Lab Final Exam - The student must pass the comprehensive written class final examination with a minimum score of 75% (regardless of total class average). The Class Final can only be taken once. If you score below the required 75% you will not receive a Certificate of Completion and you will have to repeat EMS 1119, EMS 1119L and EMS 1431L. If you score below the required 75% on your final but have above 75% in the class, you will be given a 'D' for the course. If your score drops below the 75%, you will receive the grade according to the percent you earned overall. Both Lecture (EMS 1119), and Lab (EMS 1119L) must have an overall class average of 75%. If you pass the final exam and lab exam but your grade for the class is still below the 75% you will not pass the course and the grade is assigned based on your overall class average.
13. Cell phones are to be placed in your bag or in your pocket and must be in silent mode.
14. During exams and quizzes, book bags, phones and watches will be placed in the front or side of the room until the exam is finished. If you choose to not bring your possessions forward, you will be asked to place them in your car until the exam/quiz is completed.
15. In order to participate in the clinical portion of class you must remain at a 75% average in EMS 1119. At any time, you fall below the 75% average you will be suspended from clinical.

DRESS CODE/GROOMING POLICY:

Clinical appearances are often dictated by the standard of practice in clinical settings, where classroom and labs settings will often follow different program-specific preferences provided by the Program Faculty. The School of Allied Health Handbook provides general appearance guidelines to set a foundation of equity and inclusiveness. Please note that these are overarching School of Allied Health requirements and specific program or clinical affiliates may enforce more stringent requirements that will also be reviewed by the School Dean and required to follow Valencia College's Equal Access and Equal Opportunity policies (found at: <https://valenciacollege.edu/employees/human-resources/equal-access-equal-opportunity.php>).

1. Visible tattoos: Tattoos must be covered by the uniform when attending clinical rotations. Student must wear a long sleeved uniform shirt to cover all visible tattoos on arms while in the clinical setting. Tattoo covering 'sleeves', long sleeved t-shirts, make up, jackets, or sweatshirts are not acceptable for covering tattoos that would normally be covered with a proper uniform. Only a long sleeved uniform shirt is acceptable to cover visible tattoos on the arms.

2. Jewelry: Except wedding bands and wrist watches (wrist watch mandatory for Lab), all jewelry must be removed. If student is wearing a necklace, it must not be visible over or inside the shirt.
3. Visible body piercings: must be REMOVED ANY TIME THE UNIFORM IS WORN. This includes tongue, nose and eyebrow piercings, and ALL ear piercings for ALL students. Flesh colored "spacers" are NOT acceptable. Failure to remove piercings is a violation of the uniform and professionalism policy.
4. Acrylic or other "fake" nails: not allowed in class, lab, or clinical rotations. Fingernail polish of any color not permitted. Nails must be worn no longer than the end of the fingertip without color or coating.
5. Hats: not to be worn when in uniform. Sunglasses are not to be worn inside the class, lab, or clinical setting except on rescue/ambulance rotations, may wear sunglasses when outside or in vehicle without patient.
6. Hair and facial grooming:
 - a. ALL STUDENTS:
 1. Hair should be clean, neatly groomed, and not interfere with a student's clinical responsibilities or personal protective equipment use.
 2. Students in direct patient care must have hair pinned back or styled so that it does not fall forwards over the student's face or interfere with patient care.
 3. Unnatural hair colors (blue, green, pink, etc.) are not permitted.
 4. Hair can be of any length, provided the styling of or the securing of the hair does not allow it to extend more than six (6) inches below the bottom of the shirt collar.
 5. Pony tails or braids are permitted.
 6. Facial hair must be well groomed and not interfere with student work or personal protective equipment.
 7. Grooming must be maintained with the common standards in professions requiring close contact; no perfumes or colognes are permitted to be worn.

Disclaimer:

The Instructor may need to make changes to the syllabus and if changes are made, the student has the right to be notified in a timely manner via class announcement, Atlas email, and/or Canvas announcement

EMS 1119 Class Agreement

The syllabus is an agreement between the professor and the student. Remaining in the course means you have accepted the rules and regulations.

INTERIM UNIFORM POLICY begins January 6th, continuing until your uniform start date (based on date attended Orientation)

INTERIM Uniform policy- UNIFORM/GROOMING POLICY TO FOLLOW UNTIL UNIFORM DEADLINE:

- **SHIRT**: shall present in a neat, professional appearance
- **LONG PANTS** (denim OK): no shorts or capris, no frayed/torn pants
- **BELT**
- **CLOSE TOED, LACE-UP SHOES**: NO FLIP FLOPS, SANDALS, OR OPEN-TOE SHOES
- At NO TIME is it acceptable to wear the uniform shirt or uniform sweatshirt unless wearing ALL UNIFORM ITEMS and FOLLOWING UNIFORM AND GROOMING POLICY

FOLLOW SYLLABUS GROOMING POLICY *(complete policy listed above and in the syllabus):*

- **Follow policy regarding facial hair as listed in the syllabus, follow policy regarding hair (length, styling, grooming) as listed in the syllabus.**
- FOLLOW ENTIRE GROOMING POLICY REGARDING SHAVING, HAIR, TATTOOS, JEWELRY, PIERCINGS, fingernails/acrylic nails, hats, sunglasses

1st Orientation group: begin wearing program uniform and follow grooming policy January 13, 2020.

2nd Orientation group: begin wearing program uniform and follow grooming policy January 21, 2020.

If you previously attended an EMT Program at Valencia or you purchased uniforms for a previous semester, you must begin wearing your uniform January 13, 2020, regardless of the date you attended the orientation.