Department Information:  Brookhaven College
               Emergency Medical Services Program
               Health and Human Services Division

Address:  3939 VALLEY VIEW LANE
               Brookhaven College, X BUILDING
               Farmers Branch, TX 75244
               972-860-7869

Faculty:  DAVID DUNAFAN

Office Telephone:  (972) 860-7868

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Office Hours:  Varies - Monday – Friday 08:00 a.m. – 7:00 p.m.
               Students may also schedule appointments with the instructor.

Course Title:  EMSP 2237  EMERGENCY PROCEDURES

Course Number and Section:  EMSP 2237- 21207

Semester and Year:  Fall 2015

Class Meeting Format:  Class sessions will be conducted using lecture, lab, group projects, quizzes and exam reviews, and field experiences.  Classes will follow Fridays schedule and meet from 8:00 a.m. to 5:00 p.m.

Catalogue Description:  Instruction in a laboratory environment concentrating on practical medical skills and critical thinking abilities.  Topics include a variety of skills appropriate to the students training level.  Required verifications of specific skills may be included.  (4 Lab.)

Prerequisite:  Current Texas EMS Certification/license at a minimum of EMT-Basic level, OR concurrent enrollment in the EMT-Basic program.  Paramedic advanced program OR EMSP 2553.  Students will be required to submit to and pass a criminal background search and drug screenings as prescribed by the program and college.  Failure to comply will result in the student being dropped from all EMSP courses.

Required Materials for Course:  The complete Brookhaven College EMS Program uniform and the EMS Kit contents.  Required textbooks, with their ISBN numbers, and additional requirements are listed in the EMT-Paramedic Student Forms Packet.

Computer/Internet Policy:  Students will be required to use eCampus to retrieve class Announcements, Information, Course Documents, Chapter Outlines, Assignments, take Quizzes, track their grades.  Each student is required to have computer/internet access.  If student does not have personal computer/internet access, computer labs are available at Brookhaven College and public libraries.
Evaluation Procedure: The EMS Program utilizes a combination of daily quizzes, four major exams, a mid-term exam and a comprehensive course content final examination for didactic knowledge competence as well as periodic graded return-demonstrations of pertinent skills.

Skills Proficiency Verification: There are several pertinent skills tested during this course. The minimum average grade of 80% is REQUIRED on EACH skill’s verification as well as passing ALL Critical Failure Criteria on each skill to successfully complete EMSP 2553.

This grade average will be 5% of the calculation used to obtain the final course letter grade.

Skills Proficiency Re-Testing: Prior to re-testing, students are required to practice the specific skill or sign a document waiving the right to retraining in the skill(s) area in which the student was tested and failed.

The highest grade recorded after retesting of each skill, is 80.

Failure of any skill after re-testing, will result in an “F” for EMSP 2237 REGARDLESS of the numerical grade of other grading components.

Quizzes: There are several quizzes given during this course. The minimum average grade of 80% is recommended to successfully complete EMSP 2237.

There will be a 10 point deduction for each minute exceeding the time limit set

Missed quizzes cannot be made up. No exceptions.

This grade will be 5% of the calculation used to obtain the final course letter grade.

Exams: There will be four exams in this course. Each exam will be taken in the Testing Center.

Major Exam 1 will be 10% of the calculation used to obtain the final course letter grade

The Mid - Term Exam will be 20% of the calculation used to obtain the final course letter grade and will be comprehensive over the first half of the course.

Major Exam 2 will be 10% of the calculation used to obtain the final course letter grade

The Course Content Final Exam will be 50% of the calculation used to obtain the final course letter grade. The course content final exam will assess the EMT-Paramedic comprehensive course content knowledge.
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A minimum grade of 70% is required on EACH exam in order to successfully complete EMSP 2237.

Retesting Opportunities:
The student not making a 70 or above on an exam or the course content final exam, will have the opportunity to retest the exam, if necessary.

The highest grade recorded after retesting of either exam, is 70.

Failure to obtain a 70% on the exam after re-testing, will result in an “F” for EMSP 2237 REGARDLESS of the numerical grade of other grading components.

Grading:
The course letter grade will be computed as follows:

<table>
<thead>
<tr>
<th>PERCENTAGE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Skills Proficiency Verification Average:</td>
<td>5%</td>
</tr>
<tr>
<td>Quiz Average:</td>
<td>5%</td>
</tr>
<tr>
<td>Major Exam #1</td>
<td>10%</td>
</tr>
<tr>
<td>Mid-Term Exam</td>
<td>20%</td>
</tr>
<tr>
<td>Major Exam #2</td>
<td>10%</td>
</tr>
<tr>
<td>Course Content Final Exam</td>
<td>50%</td>
</tr>
</tbody>
</table>

A minimum of 70 overall average is needed to successfully complete EMSP 2237.

Grades are not rounded.

Example: Student A
Skills Proficiency Verification Average: 95 x 5% = 4.75
Quiz Average: 91 x 5% = 4.55
Major Exam #1 80 x 10% = 8
Mid-Term Exam 80 x 20% = 16
Major Exam #2 80 x 10% = 8
Course Content Final Exam: 80 x 50% = 40
Course Average: 81.30
Letter Grade: “B”

Exam Review:
Faculty will review the exam afterward. Please make arrangements to attend. Reviews are an integral part of the learning experience. The review will last no longer than 1 to 1.5 hours and Faculty will announce date and time.

There will be NO note taking, cellular telephones or any form of recording device present during exam review.

Students choosing to challenge exam questions/answers will be provided paper and writing utensil during the review and allowed to state only facts to support their position. No reference materials will be allowed. Faculty will then collect student’s position statement and review them and respond at a later date.

Grading Scale and Requirements:

A minimum average grade of 70% is required to remain in the EMS Program. Letter grade values for the EMS Program are as follows:

A letter grade of A for a score range of 90.00% to 100%
A letter grade of B for a score range of 80.00% to 89.99%
A letter grade of C for a score range of 70.00% to 79.99%
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A letter grade of D for a score range of 60.00% to 69.99%
A letter grade of F will be awarded for a score less than 60.00%

The entire grading system and methods for the EMS Program can be found in the above section Testing Methods.

PLEASE NOTE: Grade reports are no longer mailed. Convenient access is available online through eCampus, eConnect at https://econnect.dcccd.edu/.

Course/classroom Policies: Timeliness, psychomotor abilities, interaction with peers and the public, dress code, grooming, and other behaviors which are consistent with the public’s expectation of an emergency services public servant are all considered as valid measurements towards the successful completion of the EMS Program. For more specific details on these course policies refer to the EMS Program Student Handbook.

Attendance: Each student is required to complete classroom/skills lab hours. A total number of 12 hours of absence will be allowed during the ENTIRE BRIDGE PROGRAM. Excused absence versus Un-excused absence designation will be left to the discretion of the instructor. At any point during the Paramedic Program the student exceeds the 12 hours of absence the student may be dropped from the course and given a “W.”

Students who will be absent from class for the observance of a religious holiday will be allowed to makeup examinations or skills proficiency verifications IF the Instructor is notified in advance and NO LATER than the second day of the current course. For more specific details on this course policy refer to the EMS Program Student Handbook.

Tardiness is defined as arriving at the designated class meeting location after 15 minutes from the designated start time. Students will be allowed a maximum of 2 tardiness events for the duration of the BRIDGE Program. Each of these events will count as 4 hours of absence to be charged toward the maximum number of absence time detailed above.

Withdrawal Policy: It is the student’s responsibility to formally drop this course as well as other related courses if he/she is unable to attend or complete the course. The withdrawal request must be received in the Registrar’s Office by the below listed drop date. Failure to do so will result in the student receiving a performance grade of “F.” If at any time the student wishes to drop this course, withdraw from the EMSP Program, or withdraw from the College, the student must initiate the action. If dropped by the drop date, a “W” (Withdraw) will be recorded.

Drop Date: To receive a “W” for this course, the Drop Date is: 10/16/2015

Financial Aid: http://www.brookhavencollege.edu/about/vpi/Pages/Syllabus-Addendum.aspx

Repeating this course: http://www.brookhavencollege.edu/about/vpi/Pages/Syllabus-Addendum.aspx

ADA Statement: http://www.brookhavencollege.edu/about/vpi/Pages/Syllabus-Addendum.aspx
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Religious Holidays:  
http://www.brookhavencollege.edu/about/vpi/Pages/Syllabus-Addendum.aspx

Academic Ethics:  
http://www.brookhavencollege.edu/about/vpi/Pages/Syllabus-Addendum.aspx

FERPA:  
http://www.brookhavencollege.edu/about/vpi/Pages/Syllabus-Addendum.aspx

College Policies:  
The entire Brookhaven College Student Code of Conduct is online at www.brookhavencollege.edu. These policies provide the guidelines for the educational environment and student conduct and discipline. Additional EMSP-specific policies can be found on the EMS Program Student Handbook.

Food and Drink Policy:  
Students are allowed to eat and/or drink in the classroom. Trash pickup and disposal in the classroom/lab rooms is required afterwards. Each student should show responsibility in disposing of their trash appropriately. The Instructor reserves the right to withdraw the privilege of the Food and Drink Policy as circumstances dictate.

Handheld Devices Policy:  
Please turn OFF all pagers and cell phones during class/lab. Any device ringing during class/lab will result in 2 points being deducted from the course grade for the 1st occurrence, 5 more points for the 2nd occurrence, and 10 more points for the 3rd occurrence and so on. Time will be allowed for phone calls during break time.

Course Outline & Schedule:  
See attached Course Schedule

Instructor’s Rights:  
The Instructor reserves the right to add to, delete, or revise any component of the course or syllabus as circumstances dictate.

SCANS Competencies:  
The Secretary’s Commission on Achieving Necessary skills (SCANS) was appointed by the Secretary of Labor to determine the skills people need to succeed in the world of work. Brookhaven College is determined to prepare you with the knowledge and skills you need to succeed in today’s dynamic work environment. Towards this goal, these workplace competencies and foundation skills have been designed into the curriculum of this course. Description of SCANS competencies as follows:
1. Basic skills
2. Thinking Skills
3. Personal qualities
4. Resources
5. Interpersonal skills
6. Information
7. Systems
8. Technology

Course Learning Outcomes:
1 Preparatory
   At the completion of this unit, the Bridge student will understand and value the importance of the Introduction to Emergency Medical Care, the Well-Being of the EMT, Medical/Legal & Ethical Issues, The Human Body, Baseline Vital Signs and SAMPLE History, Lifting & Moving Patients, and Evaluation of the Preparatory Module
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2 Airway
At the completion of this unit, the Bridge student will understand and value the importance of the Airway, the Practical Airway Skills Lab, and Evaluation of the Airway Module.

3 Patient Assessment
At the completion of this unit, the Bridge student will be able to integrate the implementation of patient assessment, the initial assessment, focused history and physical exam for the trauma patient, focused history and physical exam for the medical patient, detailed physical exam, on-going assessment, communications, documentation, the Practical Patient Assessment Skills Lab, and Evaluation of the Patient Assessment Module.

4 Medical/Behavioral Emergencies and Obstetrics/Gynecology
At the completion of this unit, the Bridge student will be able to understand general pharmacology, respiratory emergencies, cardiovascular, diabetic/ altered mental status, allergy, poisoning/overdose, environmental, behavioral, obstetrical/gynecological emergencies, the Practical Medical/Behavioral and Obstetrical/Gynecological Skills Lab, and Evaluation of the Medical/Behavioral and Obstetrical/Gynecological Module.

5 Trauma
At the completion of this unit, the Bridge student will understand trauma emergencies including bleeding and shock, soft-tissue injuries, musculoskeletal care, injuries to the head and spine, the Practical Trauma Skills Lab, and Evaluation of the Trauma Module.

6 Infants and Children
At the completion of this unit, the Bridge student will understand emergencies involving infants and children, the Practical Infant and Children Skills Lab, and Evaluation of the Infants and Children Module.

7 Operations
At the completion of this unit, the Bridge student will understand ambulance operations, gaining access, overviews of hazardous materials, incident management system, mass casualty situations, and triage, and Evaluation of the Operations Module.

8 Advanced Airway
At the completion of this elective unit, the Bridge student will understand the Advanced Airway, the Practical Advanced Airway Skills Lab, and Evaluation of the Advanced Airway Module.
Student Acknowledgement
Please read and sign this page and turn it in to your instructor.

I have read the course syllabus and understand what is required of me in this course. I have had the opportunity to ask the instructor questions about the syllabus.

__________________________________________  
PRINT Student Name  
__________________________________________  
Date

__________________________________________  
Sign Student Name