

**COURSE OF STUDY**

**SCHOOL:** Great Plains Technology Center

**DEPARTMENT:** Adult Career Development

**INSTRUCTOR:** Annie Glover

**COURSE TITLE:** Emergency Medical Technician

**COURSE LENGTH:** 140 class lecture hours, 76, lab hours

 216 hours plus 40 hours required clinical rotation

**CREDITS:** Student Transcript upon request and Course Completion Certificate

**PREREQUISITES:** None

**COURSE DESCRIPTION**

Prepare yourself for the National Registry Test to become a certified EMT by enrolling in this 216-hour course. Classroom and clinical experience are combined to provide a balanced approach to basic emergency medical care and transportation. You must be 18 years of age for certification.

1. This is an introductory course of emergency care that will prepare the student to successfully challenge the National Registry and receive certification. This course covers all aspects, responsibilities, and duties for providing emergency medical care both non-emergency and emergency at the EMT Level.
2. This course consists of 140 class lecture hours, 76 lab hours, and 40 required hours of clinicals at the hospital and on the ambulance. The students complete the clinical hours on their own time, not class time.
3. This course will cover workforce safety and wellness of the EMT, while covering The Well-Being of the EMT, Hazmat Awareness for the EMT, NIMS, and OLETS for the Oklahoma Emergency Medical System.

**COURSE GOALS**

This course is designed to prepare and train the student to:

* Successfully complete the course and graduate.
* Successfully challenge the National Registry of Emergency Medical technicians and receive certification.
* Work within the Oklahoma Emergency Medical System.
* Follow the standard and policies of the Department of Transportation.
* Provide direct patient care in various emergency medical and traumatic situations.
* Identify legal, ethical, and moral responsibilities.
* Learn the use of various equipment in and out of hospital situation kits.
* Work and perform as a health care professional.

**COURSE OBJECTIVES**

Upon completion of the Emergency Medical Technician Course, challenge the National Registry of Emergency Technicians and receive certification as an Emergency Medical Technician.

**Session 1-**

**Orientation**

**Chapter 1** Introduction to Emergency Medical Care

**Chapter 2** The Well-Being of the EMT

**Session 2-**

**Chapter 2** The Well-Being of the EMT

**Session 3-**

**Chapter 3** Lifting and Moving Patients

Lifting and Moving Lab

**Session 4-**

**Chapter 4** Medical/Legal and Ethical Issues

**Chapter 5** Medical Terminology

**Session 5-**

**Chapter 6** Anatomy and Physiology

**Session 6-**

**Chapter 6** Anatomy and Physiology

**Session 7-**

**Chapter 6** Anatomy and Physiology

**Chapter 7** Pathophysiology

**Session 8-**

**Chapter 7** Pathophysiology

**Chapter 8** Life Span Development

**Session 9-**

**Chapter 9** Airway Management

**Chapter 10** Respiration and Artificial Ventilation

**Session 10-**

**Chapter 10** Respiration and Artificial Ventilation

**Session 11-** Airway Lab

**Session 12-** CPR

**Session 13-** CPR

**Session 14-**

**Chapter 11** Scene Size Up

**Chapter 12** Primary Assessment

**Session 15-**

**Chapter 13** Vitals Monitoring/Vitals lab

**Session 16-**

**Chapter 14** Principles of Assessment

**Session 17-**

**Chapter 15** Secondary Assessment

**Session 18-** Skills Lab

**Session 19-**

**Chapter 16** Reassessment

**Session 20-**

**Chapter 17** Communication and Documentation

**Session 21-**

**Chapter 18**  Pharmacology

**Session 22-**

**Chapter 19** Respiratory Emergencies

**Session 23-**

**Chapter 20** Cardiac Emergencies

**Session 24-**

**Chapter 21** Resuscitation

**Session 25-**

**Chapter 22** Diabetic Emergencies and Altered Mental Status

**Session 26-**

**Chapter 23**  Allergic Reactions

**Session 27-**

**Chapter 24** Infectious Disease and Sepsis

**Session 28-**

**Chapter 25** Poisoning and Overdose Emergencies

**Session 29-**

**Chapter 26** Abdominal Emergencies

**Session 30-**

**Chapter 27** Behavioral and Psychiatric Emergencies

**Session 31-**

**Chapter 28** Hematologic and Renal Emergencies

**Session 32-**

**Chapter 29** Bleeding and Shock

**Session 33-**

**Chapter 30** Soft-Tissue Trauma

**Session 34-**

**Chapter 31** Chest and Abdominal Trauma

**Session 35-**

**Chapter 32** Musculoskeletal Trauma

**Session 36-**

**Chapter 33** Head, Neck, and Spine

**Session 37-**

**Chapter 34** Multisystem Trauma

**Chapter 35** Environmental Emergencies

**Session 38-**

**Chapter 36** Obstetric and Gynecologic Emergencies

**Session 39-**

**Chapter 37** Emergencies for Patients with Special Challenges

**Session 40-**

**Chapter 38** EMS Operations

**Session 41-**

**Chapter 39** Hazardous Material, Multiple Causality Incidents, Incident Management

**Session 42-**

**Chapter 40** Highway Safety and vehicle Extrication

**Session 43-**

**Chapter 41** EMS Response to Terrorism

**Session 44-** Skills Lab

**Session 45-**

**Skills Lab**

**Session 46-**

**Skills Lab**

**Session 47-**

**Skills Lab**

**Session 48-**

**Skills Lab**

**Session 49-**

**Skills Lab**

**Session 50-**

**Skills Lab**

**Session 51-**

**Skills Lab**

**Session 52-**

**Skills Lab/ Clinical Paperwork Due/ Test Prep**

**Session 53-**

**Skills lab**

**Session 54-**

**Final Exam/ Skills Lab**

**NREMT Practicals (psychomotor skills) are separate from classroom hours**

**Evaluation Procedure**

In order to meet attendance qualifications you must be present in the classroom for not less than 90% of the class time. If you must be absent part of the class session, you will be given credit for the time you are in class only.

Homework will be assigned periodically throughout the course. In addition to regular homework, the instructor may assign individuals additional work for makeup and remedial work. Homework will be due on the first class day after that material was to be covered in class. Late homework or assignments will not be accepted.

The student will be tested with periodic exams over class material. The exam will include material from the D.O.T. guidelines, lecture information, course objectives and reading assignments. Students must achieve a minimum grade of 80% on all exams over didactic materials. Students will be allowed no more than two retests on major exams. No individual test may be retaken more than one time. There will be no opportunity to retake the final exam. Students who fail a major exam must complete remedial work assigned by the instructor. Students must complete the remedial work within one week before they are allowed to retest the exam. The remedial work consists of correcting the exam and providing page numbers where the answer was found and the student must write out all questions missed. For each corrected answer there will be a .25 for each corrected answer, this grade will be put towards the students overall grade as a homework grade.

Students who do not exceed the minimum grade of 80% on the retake, the student’s academic standing will be reviewed by the Instructor, the EMS Coordinator, and if the need does exist the Medical Director. A successful retake of a major exam will be averaged with the initial exam score for use in calculating the final course grade. The student will not be allowed to take any more scheduled exams until he/she has obtained a passing score on the current exam. All extenuating circumstances will be reviewed by the instructor, EMS Coordinator and, if needed, the Medical Director. Students must have an overall course average of 80% to pass the course and be eligible to sit for the National Registry Exam.

Testing will consist of written/ online exams and quizzes (if necessary).

Written/ online exams will be given as announced in class. One-week notice will be given prior to exam dates. If the student is not present for that class session during exam time, the student will receive a zero (0).The student will receive one chance to make-up the missed exam. Make-up exams will be scheduled with the instructor.

Quizzes will be given in the event that class participation and effort fall below acceptable levels. These quizzes will be unannounced.

Each student will complete a fifteen-minute presentation on a topic assigned by the instructor. This will count as a single exam grade. Dates for the presentations will be given no later than three weeks prior to the presentation deadline, which will be towards the end of class.

Extra credit is available and can be completed at the instructor’s discretion on what material can be accepted.

The final exam will be a comprehensive review of the D.O.T. guidelines, lecture information, course objectives and reading assignments. The minimum passing grade for this exam is 80%. There will be a two hour limit on the exam. There is no retest.

Skills must be successfully demonstrated with 100% accuracy during the assigned practical sessions. The instructor or a designated preceptor must sign off on each skill. Any skills not signed off will be rescheduled for make-up with the instructor.

You are required to be proficient in all clinical competencies in order to successfully complete this course. In order for you to gain the necessary proficiency in these competencies, you will be required to participate in the clinical skills practice sessions.

During the Emergency Medical Technician Course, you will be given assignments for your clinical experience. The minimum time in all combined clinical sessions is 40 hours. All clinical experiences will be completed by the class prior to the final written exam, or an incomplete will be given for the course. A clinical packet will be given to each student prior to starting the clinical experience.

**GRADING SCALE**

90 - 100 = A

80 - 89 = B

79 and below = F

Final Exam is 35%

Exams are 35%

Quizzes are 10%

Homework is 10%

Lab is 10%

Failure to meet minimum requirements to complete the Emergency Medical Technician Course will result in listing the student in one of two categories:

**Incomplete** The student will have to make arrangements with the instructor to complete the section of skills that was listed as incomplete in the next available class before being allowed to continue with the course.

*Any student listed as incomplete at the end of the course will have three weeks, at the discretion of the instructor, to complete the area needed. Clinical rotations must be complete by the final written exam date; there will be no grace period except for special situations. (No clinical rotation or incompletes.)*

**Fail** The student will be dropped from the class and will be unable to complete training without enrolling in another available course.

The category in which the student will be listed will be determined by:

A. A review of the student’s standing in all areas of minimum requirements

B. The student’s participation in skills practice sessions

C. The area of which minimal requirement was not met

At the completion of each section of this course, you will be asked to complete a course evaluation form. Through feedback from you, the student, we can make improvements on our program. We encourage you to constructively evaluate this EMT Paramedic Course and offer suggestions.

You will be working closely together at times. You will also be working with and around patients in clinical areas. You should reflect:

**PROFESSIONALISM** in your actions and your personal presence,

 **APPEARANCE** to include grooming, dress, and personal hygiene,

 **BEHAVIOR** and **COMMUNICATION**

If you have any questions concerning these policies, please direct them to your course instructor or the course coordinator.

**CLASS POLICIES AND PROCEDURES**

1. Meeting times will be in the evening from 6:00 – 10:00PM.
2. The classroom will be left in the same orderly condition in which it was found or will be arranged as directed by the instructor.
3. All equipment will be returned to the proper place prior to the end of each class session. If equipment is malfunctioning, bring it to the attention of the instructor. No equipment is to be removed from the classroom by the students without prior approval from the instructor. This includes books, videotapes, audiotapes, laptop computers, etc.
4. In order to meet attendance qualifications you must be present in the classroom for not less than 90% of the class time. If you must be absent part of the class session, you will be given credit for the time you are in class only.
5. Testing will consist of written/ online exams and quizzes (if necessary.)
6. Written exams will be given as announced in class. One-week notice will be given prior to the exam dates. If the student is not present for that class session during exam time, the student will receive a zero (0.) The student will receive one chance to make-up the missed exam. Make-up exams will be scheduled with the instructor.
7. At the end of the Emergency Medical Technician course there will be a final comprehensive exam that will consist of 150 questions with a two hour time limit. The minimum passing grade for the exam is 80%. No extra credit opportunities will be given on the final exam.
8. Skills must be successfully demonstrated with 100% accuracy during the assigned skill exams.
9. The student is responsible for the reading assignments prior to the class session covering that area of study according to the course outline. The student will receive the reading assignments along with the objective. The student is also responsible for handouts issued during class. If the student is not present that day, always make sure the material is picked-up. It is the student’s responsibility to find out about the class and the material that was given when the student misses that class time.
10. Breaks will be given deemed by the instructor. Great Plains technology Center is a tobacco free facility, absolutely NO Tobacco is allowed on campus.
11. Other areas of responsibilities are:
	* Reading assignments/homework
	* Handout material
	* Information covered in class
	* Skills practiced
	* Asking questions on material you do not understand.
12. The instructor is responsible for:
* Covering the areas in the course necessary to enhance the student’s understanding of the duties and responsibilities of the Emergency Medical Technician. This is done through reading assignments, handout materials, lectures and/or demonstrations.
* Demonstrating skills needed to complete the course.
* Answering questions concerning the material necessary to complete the course.
* Covering the course objectives.

**CLASSROOM / SAFETY PROCEDURE**

1. Always keep your chair flat on the floor.
2. No feet up on tables or chairs.
3. Food and drinks are not allowed in the classroom.
4. The classroom and lab will be left in the same orderly condition in which it was found, or will be arranged as directed by the instructor.
5. All equipment will be returned to the proper place prior to the end of each class session. If equipment is malfunctioning, bring it to the attention of the instructor. No equipment is to be removed from the classroom by the students without prior approval from the instructor. This includes books, videotapes, audiotapes, etc.
6. Breaks will be given as deemed necessary by the instructor; with the length at the discretion of the instructor.
7. Mask will be worn when unable to social distance in the classroom and must be worn entering the building, leaving the building, and in the hallway to the restroom.

**INSTRUCTIONAL MATERIALS**

Pens/pencils, paper, textbook/workbook available at Great Plains Technology Center Bookstore.

**BIBLIOGRAPHY**

Pearson Emergency Care 14th Edition, Limmer/O’Keefe/Dickinson, Prentice Hall

MyBradyLab, Pearson