INSTRUCTOR: Douglas Stevenson  
*E-MAIL: dstevenson@alvincollege.edu

OFFICE: S-164  
*PHONE: 713-503-3183 (Text preferred)

OFFICE HOURS: By appointment/ Blackboard

A. COURSE DESCRIPTION
Knowledge and skills to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; Identify hazardous materials and other specialized incidents.

B. COURSE GOALS & OBJECTIVES
By the end of this course the student will be able to demonstrate the ability to:
1. Discuss the roles and sections of the modern EMS system in Texas.
2. Be able to define/ describe the paramedic roles, workforce safety, EMS research and public health.
3. Be able to describe and respond to various medical-legal and ethical paramedic scenarios appropriately.
4. Be able to discuss and give examples of ground ambulance and aeromedical operations.
5. Be able to label, discuss physiology and pathophysiology of the head, neck, and spinal system injury in the body.
6. Be able to complete Homeland Security/ NIMS 100, 200, 700 & 800 MCI courses and provide certificates of completion.
7. Be able to understand driving rules/ procedures and drive an ambulance in an emergency vehicle driving course.
8. Be able to discuss and develop an MCI/ Rescue/HAZMAT/ WMD scenario is a desk top exercise.

C. END OF COURSE OUTCOMES
Identify and skills to safely manage multi-casualty incidents and rescue situations, utilize air medical resources; identify hazardous materials and other specialized incidents.

D. Co-REQUISITE COURSES
None

E. TEXTBOOK INFORMATION
Paramedic Care: Principles and Practice, Vol. 7 Operations, 4th ed, Bledsoe, Pearson  

Paramedic Care: Principles and Practice, Vol. 2 Fundamentals, 4th ed, Bledsoe, Pearson  

NIMS – National Incident Management System Courses. 100b, 200, 700a & 800 at this link:  
http://training.fema.gov/IS/NIMS.asp

For current information on the textbook and other course materials, visit the ACC College Store website.

F. COMMUNICATING WITH YOUR INSTRUCTOR
The preferred method of communicating with your instructor is through the ACC email or you may call me at 713-825-1528. Please leave your first and last name, a phone number or an e-mail address where I can contact you and explain what you need to discuss with me. I will normally respond within 24 hours Monday-Thursday and by the next business day on Friday-Sunday.

G. CLASS ATTENDANCE POLICY
Attendance is mandatory in this hybrid course. Students cannot miss more than two in-class sessions. When missing Saturday activities, they must be made up by attending other classes. An absence is considered to be coming to class later than 15 minutes after class start time. If you know you are going to be absent, please contact your classroom or clinical instructor AT LEAST 24 hrs in advance.
H. **DISCLAIMER**
The instructor reserves the right to modify this syllabus as needed and will notify the students of any changes using the ACC e-mail or MyBlackboard e-mail or announcements.

I. **CODE OF ACADEMIC INTEGRITY AND HONESTY**
Alvin Community College students are members of an institution dedicated to the pursuit of knowledge through a formalized program of instruction and learning. At the heart of this endeavor, lie the core values of academic integrity which include honesty, truth, and freedom from lies and fraud. Because personal integrity is important in all aspects of life, students at Alvin Community College are expected to conduct themselves with honesty and integrity both in and out of the classroom. Incidents of academic dishonesty will not be tolerated and students guilty of such conduct are subject to severe disciplinary measures.

J. **CLASSROOM PROTOCOL**
It is the right of each student to participate in his or her learning, and it is the responsibility of each student to not interfere with the learning of other students. It is the expectation of the college that each student assumes the responsibility to follow college policies and procedures governing campus and classroom conduct. This information is published in the ACC Student Handbook [http://www.alvincollege.edu/resources/pdfs/student_handbook.pdf](http://www.alvincollege.edu/resources/pdfs/student_handbook.pdf)

K. **HIPPA Confidentiality**
The undersigned hereby acknowledges his/her responsibility under applicable Federal and State law and Agreement between Alvin Community College and clinical/ ambulance affiliations to keep confidential any information regarding Hospital/Ambulance patients, as well as all confidential information of the EMS/ Hospital agencies. The undersigned agrees, under the penalty of law, not to reveal to any person or persons except authorized clinical staff and associated personnel any specific information regarding any patient and further agrees not to reveal to any third party any confidential information of Hospital/ EMS agency, except as required by law or authorized by Hospital.

L. **Completion**
Students must complete their EMS courses. All requirements must be completed by the end of the semester. Failure to complete the course requirements will result in an “F” being posted to your transcript. No grades can be changed after one year and the student will be expected reapply to the Alvin College EMS program to complete their EMS training.

When deciding whether to drop any course, remember the “6 course drop rule” that means that you cannot drop more than 6 classes in your ENTIRE academic career in Texas public/ community colleges. This rule means that after the 6 withdrawals, the student will not be able to drop a class. They will receive the grade they get in the class at the end of the class. To avoid this, students can drop BEFORE the census date of 2/1/2017.

Remember that even if you stop coming to class and do not drop, you still owe any installment payments due and may have to pay back any financial aid awarded by the college or other state/ federal student loan agencies. In addition to having “F” grades on your report card, college, state, and federal agencies can turn to collection agencies and liens to recover the funding not repaid. No official transcripts will be issued until all holds by the ACC Business Office have been cleared.

Students must complete homework activities, all assigned chapters, quizzes, majors and 1 final exam. The students must also turn in course completion certificates for NIMS training 100, 200, 700, & 800.;. Students must have an 80% overall course average and must make at least an 80% to complete the EMSP 2305 course.

M. **Assignments/ Make-up Examinations**
Assignments are to be completed and turned in on the date specified in class. Students are encouraged to read the textbook prior to taking the quizzes, and major exams. Students are not allowed to bring any phones or other materials into the quiz/major exam testing sessions. Please refer to the ACC Scholastic Dishonesty policy later in this document for a description of professional student behavior.

There is no retesting of major exam grades. 80% is considered the passing score on quizzes, major exams and the course final exam.
Points may be deducted on the assignment for every class period the assignment is late. All classroom work must be turned in before the final exam. Students are responsible for all drops except administrative drops. The last date to drop a course is 4/19/2017, 5 pm.

Student evaluations are based on completion of all quizzes, discussion assignments, major written exams, Saturday activities, as well as final EMS Operations Final examination.

**EMSP 2338 HY60: EMS Operations Evaluation Weights**

<table>
<thead>
<tr>
<th>Category</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Affective</td>
<td>10%</td>
</tr>
<tr>
<td>Discussion</td>
<td>10%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>20%</td>
</tr>
<tr>
<td>Major Exams</td>
<td>25%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>35%</td>
</tr>
</tbody>
</table>

**Grading:**

- 90-100 % = A
- 80-89 % = B
- Below 80% = Retesting/ Not Passing
- Withdrawal = W
- Incomplete = I

Your grade is based on the points you received on all course assignments and activities. Always notify your instructor if you are concerned with your grades or your status in the class.

**I. Incomplete.** No Incompletes or “I” grades will be given except for extreme circumstances. If an “I” grade is assigned and the course work is not completed by the pre-arranged time limit, this grade will convert to an “F”.

**W. Withdrawal.** It is recommended that the student talk to the instructor before withdrawing. Current course withdrawal information can be found in the printed version of the ACC Schedule for this semester or online at ACC Course Withdrawal Instructions. Students who file withdrawal requests by the published deadline and have not exceeded the withdrawal maximum will receive a grade of W.

**N. COMPLETION:**

Students must complete discussions activities, quizzes, majors and final exam. Students must have an 80% overall course average and must make at least an 80% to complete the course.

**O. ACC ACADEMIC SUCCESS AND SUPPORT SERVICES:**

**Americans with Disabilities Act**

ACC complies with ADA and 504 Federal guidelines by affording equal access to individuals who are seeking an education. Students who have a disability and would like classroom accommodations must register first with the Office of Disability Services, A 136, (281)756-3533. Instructors are not able to provide accommodations until the proper process has been followed.

**Behavioral Intervention Team (BIT) – Letting someone know**

The Behavioral Intervention Team (BIT) at Alvin Community College is committed to improving community safety. College faculty, staff, students and community members may communicate safety concerns to the BIT team by email, bitcore@alvincollege.edu or through an electronic reporting option located on the BIT page of the college website.

The **ACC Library** is an excellent source for research and writing help. Quiet rooms are available for studying and doing class work. For more information, visit the ACC Library Website or call 281-756-3559.

The **ACC Tutoring/Learning Lab**, located upstairs in building A, provides students with a variety of services including tutoring (math, writing, and other disciplines); computers and printers; a testing facility; and tables/carrels. Call 281-756-3566 or visit the ACC Tutoring/Learning Lab Website for more information.
MyBlackboard
Support for MYBlackboard can be obtained by completing the Online Support Form.

WEBACCESS, Passwords or ACC Computer Lab Information - Help Desk Website or contact the IT Dept. Help Desk at 281-756-3544.

P. Uniform Policy:
All ACC EMS students must wear an ACC EMS T-shirt to class activities along with trauma pants and black shoes/boots. On Saturday activities or other certification courses, students will be expected to wear the ACC EMS polo shirt along with paramedic pants/shoes. On clinical/EMS rotations, the student will wear the blue uniform shirt, paramedic pants/shoes for EMT and white uniform shirt for Advanced EMT/Paramedic rotations along with paramedic pants and black boots/shoes. Special situations (example: Go Texan, simulations) might on rare occasions, allow some deviation from this policy at the lead instructor’s discretion.

Q. Grievance Policy
Students will follow the ACC Student grievance policy/procedures as outlined in the ACC Student Handbook. The first step is to notify your lead EMS instructor about your grievance. They will attempt to address and relieve your grievance. The next step is to contact the EMS Department Head by bringing a written copy of the grievance and make an appointment with the EMS Department Head to address the grievance. If the grievance is not adequately resolved, the student may make an appointment with the Allied Health Coordinator and then, if necessary, the Dean of Technical Programs to address the student’s grievance.

Texas Department of State Health Services
Functional Position Description: EMT- Basic

Qualifications:
Successfully complete a department approved course. Verification of skills proficiency and achievement of a passing score on the written certification examination.

Must be at least 18 years of age. Generally, the knowledge and skills required show the need for a high school education or equivalent. Ability to communicate verbally; via telephone and radio equipment; ability to lift, carry, and balance up to 125 pounds (250 with assistance); ability to interpret written, oral and diagnostic form instructions; ability to use good judgment and remain calm in high-stress situations; ability to be unaffected by loud noises and flashing lights; ability to function efficiently throughout an entire work shift without interruption; ability to calculate weight and volume ratios and read small print, both under life threatening time constraints; ability to read English language manuals and road maps; accurately discern street signs and address numbers; ability to interview patient, family members, and bystanders; ability to document, in writing, all relevant information in prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and hospital staff as to status of patient. Good manual dexterity, with ability to perform all tasks related to highest quality patient care. Ability to bend, stoop, and crawl on uneven terrain; and the ability to withstand varied environmental conditions such as extreme heat, cold, and moisture. Ability to work in low light and confined spaces.

Description of Tasks
Receives call from dispatcher, responds verbally to emergency calls, reads maps, may drive ambulance to emergency site, uses most expeditious route, and observes traffic ordinances and regulations.

Determines nature and extent of illness or injury, takes pulse, blood pressure, visually observes changes in skin color, makes determination regarding patient status, establishes priority for emergency care, renders appropriate emergency care (based on competency level).
Assists in lifting, carrying, and transporting patient to ambulance and on to a medical facility. Reassures patients and bystanders, avoids mishandling patient and undue haste, and searches for medical identification emblem to aid in care. Extricates patient from entrapment, assesses extent of injury, uses prescribed techniques and appliances, radios dispatcher for additional assistance or services, provides light rescue service if required, provides additional emergency care following established protocols.

Complies with regulations in handling deceased, notifies authorities, and arranges for protection of property and evidence at scene. Determines appropriate facility to which patient will be transported, reports nature and extent of injuries or illness to that facility, asks for direction from hospital physician or emergency department. Observes patient en route and administers care as directed by physician or emergency department or according to published protocol. Identifies diagnostic signs that require communication with facility. Assists in removing patient from ambulance and into emergency facility. Reports verbally and in writing observations about and care of patient at the scene and in-route to facility, provides assistance to emergency staff as required.

Replaces supplies, sends used supplies for sterilization, checks all equipment for future readiness, maintains ambulance in operable condition, ensures ambulances cleanliness and orderliness of equipment and supplies, decontaminates vehicle interior, determines vehicle readiness by checking oil, gas, water in battery and radiator, and tire pressure, maintains familiarity with all specialized equipment.

CHAPTER 773 Health and Safety Code
EMS RULE 25 T.A.C. 157.41
PERFORMING ESSENTIAL FUNCTIONS OF THE PROFESSION

Chapter 773 of the Health and Safety Code, Section 773.050(b)(2), mandates the Board of Health to establish minimum standards for rules for EMS personnel certification and performance. Candidates for certification must be able to perform the full range of job functions safely and efficiently. Provisions within EMS rules (25 T.A.C. 157.41) require a candidate to demonstrate proficiency in skills such as spinal immobilization, intravenous fluid therapy administration, cardiopulmonary resuscitation, etc., as well as, achieve a passing grade on the department’s written certification examination.

The word "written" was purposefully included by both the Texas EMS Advisory Council and Board of Health to insure that certified individuals could read. The written portion of the EMS certification examination is designed, in part, to measure an examinee’s ability to read.

Being able to read is a skill that constitutes an essential function of the profession since there are many occasions where the ability to read becomes necessary in emergency situations. Being able to read prescriptions and physician’s orders, for example, are but two of the anticipated occasions where the ability of EMS personnel to read in emergency situations is essential.

EMS CERTIFICATION TESTING POLICY

Skills Proficiency Verification
A candidate must demonstrate proficiency in all skills prior to course completion. Program approved skills sheets and grading criteria shall be used and are valid for one calendar year.

Written Examination
A candidate must achieve a passing grade on the National Registry certification examination within two years of the course completion date.

TDSHS DISABILITY POLICY

The Texas Department of State Health Services, Office of EMS/Trauma Systems Coordination offers the following recommendations regarding the EMT program application process:

It is recommended that all applicants to EMT programs complete an aptitude test battery. Such measures assess many of the capacities and abilities necessary to competently perform the responsibilities of the EMT such as: general learning ability; verbal, numerical and spatial ability; form and clerical perception; motor coordinator, finger and manual dexterity; eye-hand-foot coordination; color discrimination.
In instances where test batteries are not administered prior to admission to EMT training programs, DSHS recommends that such tests be administered at appropriate times as determined by training program policies. It is also recommended that vocational counselors be available to applicants to interpret the results of the testing and provide guidance in terms of the advisability of proceeding with the EMT training program. See policy above.

Claiming a disability does not mean that the student will not be expected to perform the duties of the EMS profession as stated in the functional job description above.
<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Chapter</th>
<th>Activity</th>
<th>Instructor</th>
</tr>
</thead>
</table>
| 1/23       | Introduction to Paramedicine  
EMS Systems  
NAEMT Safety Course Intro  
Crew Resource Management | V1, Ch 1-2  
NAEMT, Sec I  
NAEMT, Sec II | Blackboard  
Discussions 1 & 6 | D. Stevenson |
| 1/30       | Roles & Resp Paramedic  
Workforce Safety/ Wellness  
Personal Health | V1, Ch 3-4  
NAEMT, Sec VII | Blackboard  
Quiz # 1  
Discussion # 7 | D. Stevenson |
| 2/6        | EMS Research  
Public Health | V1, Ch 5-6 | Blackboard  
Quiz # 2 | D. Stevenson |
| 2/13       | Medical/ Legal  
Ethics in Paramedicine | V1, Ch 7-8 | Blackboard  
Quiz # 3  
Discussions 3-5 | D. Stevenson |
| 2/20       | EMS Communications  
Documentation | V1, Ch 9-10 | Blackboard  
Quiz # 4 | D. Stevenson |
| 2/27       | Major I – Intro Paramedicine | V1, Ch 1-10 | Blackboard | D. Stevenson |
| 3/13       | Spring Break – No Classes | | | |
| 3/20       | Ground Ambulance Operations  
Air Medical Operations  
Responsibilities in Scene Ops  
Patient Handling | V7, Ch 1-2  
NAEMT, Sec IV  
NAEMT, Sec V | Blackboard  
Quizzes 5&6 | D. Stevenson |
| 4/3        | EVOC Lecture  
Emergency Vehicle Safety | EVOC  
NAEMT, Sec III | Lecture  
EVOC Discussions 1-8 | D. Stevenson |
| 4/10       | MCI/ Incident Management  
Rescue Awareness/ Operations  
NIMS 100, 200, 700 & 800 Due | V7, Ch 3-4  
NIMS | Lecture  
Internet | D. Stevenson |
| 4/17       | Hazardous Materials  
Crime Scene Awareness  
Patient, Practitioner, Bystander | V7, Ch 5-6  
NAEMT, Sec IV | Lecture | D. Stevenson |
| 4/18       | Rural EMS  
Responding to Terrorist Acts  
NAEMT Safety Course Conclusion | V7, Ch 7-8  
NAEMT, Sec VIII | Blackboard  
Quizzes 7&8 | D. Stevenson |
| 5/6        | EMS Operations Drill  
- Table Drill  
- Scenario – Outside  
EVOC Driving Range | Drill  
NAEMT Safety Final | Drill | D. Stevenson |
| 5/8        | Major II – EMS Operations | V7, Ch 1-8 | Blackboard | D. Stevenson |
| 5/8 to 5/11/17 | EMS Operations Final Exam | V1, Ch 1-10  
V7, Ch 1-8  
NIMS 100,200  
700,800 | Blackboard | D. Stevenson |