

University of Arkansas – Fort Smith

College of Health Sciences
5210 Grand Ave • PO Box 3649
Fort Smith, AR 72913-3649
479-788-7000 • 888-512-5466 • uafs.edu

Instructor/ Clinical Coordinator:

Shane Rowe, NREMT-P
Instructor

Office: HS 314
Phone: 479-252-4951
E-Mail: Shane.Rowe@uafs.edu

Availability Fall 2023:

Administration & Resources:

Dean Cantu, Ph.D.
Professor & Dean
College of Health, Education, & Human Sciences

Office: HS 113
Phone: 479-788-7830
E-Mail: Dean.Cantu@uafs.edu

Frankie Allred, MSN, RN
Executive Director Allied Health

Office: HS 307
Phone: 479-788-7715
E-Mail: Frankie.Allred@uafs.edu

Anna Moore
Administrative Specialist III

Office: HS 347
Phone: 479-788-7865
E-Mail: anna.moore@uafs.edu

Autumn Perkins
Advising Coordinator, College of Health Sciences

Office: HS 116A
Phone: 479-788-7841
E-Mail: Autumn.Perkins@uafs.edu

Jocelyn Nouansavane
Coordinator, Health Learning Resource Center

Office: HS 231
Phone: 479-788-7842
Email: Joc.Nouansavane@uafs.edu

Please feel free to contact any of those listed above. We are all here to assist you in achieving your goals.

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Course Prefix: EMT

Credit Hours: 8

Course Number: 1408

Lecture Hours: 7.5

Course Title: Emergency Medical Technology-Basic

Lab Hours: 2.5

Clinical Hours: 6

Prerequisites: CPR Certification: American Heart Association “CPR for Healthcare Providers” or American Red Cross “CPR for the Professional Rescuer.”

Effective: Fall 2023 - This syllabus subject to change.

I. Course Information

A. Catalog Description: An introductory study of emergency medical service systems and the basic principles of emergency care. Through didactic and clinical instruction, the EMT-Basic student will be prepared to write the national registry EMT-Basic written and practical exams. Students must demonstrate proficiency in the practical skills used in dealing with medical and trauma-related emergencies, such as airway management, patient assessment, spinal immobilization, oxygen therapy, defibrillation with the AED (automatic external defibrillator), and patient assisted medication administration.

B. Additional Course Description: This course is designed to prepare graduates to work as an EMT-Basic with emergency ambulance services, as Patient Care Assistants/ER Technicians in Emergency Rooms and as industrial EMTs in Industrial First Aid Stations. It is also designed for the graduate to have a necessary foundation for further training in the EMS field.

The course covers aspects of ambulance service operations, communications, assessment and management of the emergency patient, vehicle extrication, the use of the automatic external defibrillator, hazardous materials management, and patient assisted medications. Satisfactory completion of this course, as well as a recommendation from the Instructor and Medical Director, qualifies the graduate to take the National Registry EMT-Basic written and practical examinations. Graduates successfully completing this examination meet the minimum requirements needed to work with an emergency service.

C. Available Course Formats: Lecture, class discussion and group activities and web-enhanced via Blackboard Learning System

II. Student Learning Outcomes

A. Subject Matter:

Upon successful completion of this course, the student will be able to:

1. Perform an assessment of an emergency scene and ensure the safety of other team members, first responders, and the patient.
2. Follow the Center for Disease Control's Standard Blood and Body Fluid Precautions.
3. Assess both the trauma and medical patient and provide emergency care at the scene and en route to the appropriate medical facility.
4. Utilize standard emergency equipment in the pre-hospital management of emergency patients.
5. Recognize situations requiring additional specialized care, such as hazardous materials, communicable diseases, and coroner cases.
6. Record and report the significant aspects of the patient assessment and changes in patient conditions to the Emergency Room personnel.
7. Identify patients in need of rapid defibrillation and manage those patients with the Automatic External Defibrillator.
8. Assist patients in taking select medications after contracting Medical Control or by following written protocols (Epi-pen Injector and Nitroglycerin).

B. University Learning Outcomes:

This course enhances student abilities in the following general education areas.

Analytical Skills

1. **Critical Thinking Skills:** Students will use critical thinking skills to identify health and safety problems/issues and develop solutions/analysis.

Objectives:

- a. Students will identify health problems or safety issues within EMT scenarios.
- b. Students will generate solutions/analysis of health problems and safety issues evaluated.
- c. Student will assess and justify viable solutions and/or analysis when presented with an EMT scenario.

2. **Quantitative Reasoning GOAL:** Students will assign and use numbers, read and analyze data, draw inferences, and conclusions based on sound mathematical reasoning.

Objectives:

- a. Students will apply appropriate mathematical models to solve problems related to care of a patient.
- b. Students will accurately record mathematical information, such as vital signs, drug quantities, and voltage and interpret the data in order to draw inferences.

3. **Communication Skills (written and oral) GOAL:** Students will communicate proficiently.

Objectives:

- a. Students will compose detailed and coherent patient care documents using the DCHART method and/or another form appropriate to the intended audience.
- b. Students will effectively communicate orally in a public setting, radio reports, and patient transfer of care (patient handoffs).

4. **Ethical Decision-Making GOAL:** Students will model ethical decision-making processes.

Objectives:

- a. Students will compose detailed and coherent patient care documents using the DCHART method and/or another form appropriate to the intended audience.
- b. Students will effectively communicate orally in a public setting, radio reports, and patient transfer of care (patient handoffs).

5. **Global and Cultural Perspectives GOAL:** Students will reflect upon cultural differences and their implications for interacting with patients and families of cultures other than their own.

Objectives:

- a. Students will demonstrate understanding or application of providing EMT care in a global environment.
 - b. Students will demonstrate how the provision of EMT care is impacted by different cultures.
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III. Major Course Topics

- A. Foundations
 - B. Airway Management, Respiration, and Artificial Ventilation
 - C. Patient Assessment
 - D. Medical Emergencies
 - E. Trauma Emergencies
 - F. Special Populations
 - G. Operations
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IV. Resources

A. Text Required:

American Academy of Orthopedic Surgeons (2021) *Emergency Care and Transportation of the Sick and Injured Essentials Package* (12th ed.). Jones & Bartlett Learning ISBN 9781284227222

B. Optional Text:

Limmer, D. & O'Keefe, M. (2021) *Workbook for Emergency Care* (14th ed.). Pearson ISBN 9780135379073

BarCharts Inc. *EMT-Emergency Medical Technician* (12th ed.). BarCharts Inc. ISBN 9781423218630

V. Conduct of the Course

A. Performance Assessments and Grading:

1. Examination Policy:

- a. Course examinations consist of application type questions.
- b. There are nine-module assessments (100 points each) as well as a comprehensive final. A minimum average score of 77% is required on all written examinations including the comprehensive final in order to complete the course.
- c. Quizzes are provided before each chapter to help students prepare for class. These quizzes are an open book and can be completed in the Blackboard course shell. Beginning in week two, these quizzes will only be available before the class session in which they are scheduled to be covered; this requirement is to encourage preparation before the class session.
- d. There will be required homework assignments available for each of the 41 lesson chapters to help the students master the content, earn course points, and prepare for exams. These homework assignments will only be available before the unit exam on the Blackboard course shell and again are an open book assignment. They are set to allow unlimited retake attempts and to give the student his or her highest earned score.
- e. Ten satisfactory required patient contact reports and evaluator reviews must be completed to pass the clinical portion of the course. If a student submits an unsatisfactory patient contact report or obtains a negative evaluator review, that patient contact will not be counted toward the ten required to complete the clinical portion of the course.
A maximum of 1 clinical participation points for each patient contact report will be available for each exemplary patient contact report. This maximum of ten exemplary clinical participation points will only be added to the student's course grade after they have passed the course based on the other course points listed above. While these ten exemplary clinical points cannot help a student pass the course, they could contribute to a higher course average. To be considered exemplary, the reports must be complete, submitted by the 24-hour deadline, follow the D-Chart format, and accompanied by an excellent evaluator review. This bonus is offered to encourage students to demonstrate clinical professionalism and proficiency in the documentation.
- f. The Final Practical Examination will include real-life scenario-based stations that will test the overall competency of the students and test their critical thinking ability.
To protect the integrity and security of exams, the College of Health Science adheres to the Academic Integrity policies of the University of Arkansas- Fort Smith. Students are encouraged to request a 1:1 Review of their exams with an instructor to identify potential problems with how to read, interpret, and answer application-level test items. Exams and individual team reviews are not to be discussed with other students. A group post-test review will be offered after the exam with aggregated class scores by item (no personal items may be on the desk, only a pencil and a blank piece of paper –Absolutely no recording devices allowed.
Exams will be reviewed as a group using the overhead projector immediately following each exam. Students must be clear of their desks of all materials except paper and pencil before the review begins; no speaking or reading is allowed during exam reviews. Students may challenge any test item in writing by noting the item number and a key phrase/word on their paper to remind them of the item after the review of their challenge.

Instructors will review challenges during the exam preview and statistics process before scores are released. All qualified students (excused absence, etc.) must have taken the exam before the results will be released; scores will be released within one week. No paper copies of the exam will be printed for distribution. Violations in test security will be considered academic violations, as well as ethical violations, and unprofessional conduct.

To ensure student confidentiality, individual exam scores are available only by logging onto the Blackboard course shell. Students must notify the instructors of any discrepancy within 72 hours of the released grades.

A student arriving late for an exam may be allowed to take the examination at the faculty's discretion but will only have the amount of time remaining in the regularly scheduled timeframe to complete the exam. For exams administered in the computer lab:

- Only a pencil/pen can be brought to the examination. Any paper used must be provided by the proctor. Any materials provided by the proctor must be turned in before leaving the examination.
- No cell phones or electronic devices are allowed in the room during the exam.
- No hats, coats, hoodies, or lab coats may be worn during exam testing.
- Absolutely no food or drink may be taken into or left outside computer labs.
- No personal items are allowed at the testing stations. Books, notes, backpacks, bags, etc. should not be brought to the computer lab on test day; the scheduled classroom will be open if a student requires a place to leave their bag, or they must be placed at the front of the room. For this reason, no concealed carry weapons may be stored in a bag on an exam day. Do not lean bags against the vertical blinds as this will damage them.
- Students will be required to have working access to my.uaaf and Blackboard.
- Students must access and sign on to Respondus LockDown browser or designated exam password before signing on for an examination.
- Exams will be monitored by an approved proctor.
- Students must maintain a quiet environment until all students have completed the exam.
- Only one exam question will appear on the computer screen at a time. Students will not be allowed to revisit previous questions.
- Students must save an answer before proceeding to the next question. A checkmark will appear on the right-hand side of your page corresponding to the question answered to ensure answers are saved. Students proceeding without saving answers will not receive credit for answers that are not saved.

2. **Absence Policy for Examinations:** Exams are scheduled for precise times and other groups are often scheduled to use the same computer lab immediately following the scheduled exam. If there is an emergency, the student must contact the course instructor two hours before the exam via course mail and/or phone (leave a voice message). All exams must be made up within 48 hours of the student's return to campus or at the faculty's discretion. The make-up exam will cover the same content areas but may be in a different format (essay, short answer, etc.). On the day of the make-up exam, documentation will be required to validate the reason for the exam absence (physician statement, police report, etc.) Documented emergency situations will be reviewed by faculty and Executive Director of Allied Health. Failure to notify the instructor or to provide documentation will result in a grade of zero (0) for the exam. Eligibility for National Registry EMT-Basic Written and Practical Examinations

To be recommended for the NREMT-B examination, the student must meet the following criteria:

- a. Complete 24 hours of required clinical and 37.5 hours of lab. This breaks down into a minimum of 8 hours in an ER, and a minimum of 16 hours in an ambulance as well as attendance of campus lab each week. Paperwork must be completed and submitted before final exam week. Students requesting additional clinical time must have at least an 85% class average and a good attendance record. Arrangements for these clinicals may be made with the instructor or clinical coordinator as clinical space is available.
- b. Attend an 8-hour vehicle extrication class; this may be held in an alternative location. This will be scheduled toward the end of the class, and there will not be a make-up available. Attendance on the scheduled date is mandatory. Exemptions made for students having a certificate from the AFA.
- c. Must achieve an overall average of 77% on all coursework, examinations and be checked off by the Instructors as being competent in all required skills.

Grading:

Task	Points
Written Exams (8 @ 100 Points)	800
Chapter Quizzes (41 @ 100 Points)	4100
Chapter Homework (41 @ 100 Points)	4100
Final Comprehensive CPA	100
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Total Points	9100
Skills Exam/Check Off (Pass/Fail)	

- * Exemplary clinical participation points (1 per patient contact report)
- * Exemplary clinical participation bonus points are not added unless a student has already attained a passing score (77%) based upon other available points.

GRADING SCALE:

A = 90 – 100
B = 80 – 89.99
C = 75 – 79.99
D = 70 – 74.99
F = 69.99 and Below

3. Attendance: As found in the *UA – Fort Smith Course Catalog*, regular class attendance, beginning with the first session, is essential if students are to receive maximum benefits from courses. “After an unavoidable absence because of illness or an emergency, students must take responsibility for contacting instructors to make up missed work.” Attendance is important not only in learning from the instructor but also learning from fellow students, participating in team assignments, sharing perspectives, and interacting with others. Excessive absences or unjustifiable absences can result in lowering of the grade, being dropped from the class, or receiving a grade of “F” at the end of the semester. Please come to class on time. Each instructor may define additional attendance policies for their class by distributing to you a supplement to this statement. Only the course instructor can approve absences. The student is responsible for requesting such approval when an absence is unavoidable. The instructor must be contacted two hours before class or ASAP for each day of an inability to attend a session. Sending a message with a friend or another student does not meet this requirement.

Students are expected to attend ALL lectures, campus labs and clinical labs. Absence from these learning experiences interferes with theoretical learning and the application of theoretical learning. The Arkansas Department of Health (ADH) requires all EMT classes to have a minimum of 120 classroom hours. Any class time that is missed must be made up to meet those requirements. Warning letters may be sent to students who have missed at least 4 hours of class, campus lab, and/or clinical. If the student exceeds 12 hours of unexcused absences, an official “DROP” form may be sent to the Registrar.

This is based on the number of absences, the circumstances surrounding the absences, and at the Instructor's discretion. Tardiness is recorded in 30-minute increments (e.g., 10 minutes is recorded as 30 minutes and 50 minutes is recorded as 1 hour) and will be calculated along with any absences the student may have accumulated.

Students are expected to dress and behave professionally. Inappropriate dress, unprofessional behavior, poor dental and/or physical hygiene and/or lack of preparation will not be tolerated. Students may be dismissed from class, clinical lab, and campus lab due to any of these reasons. Time missed due to these reasons will be calculated along with any other absence and may result in the student being dropped from the course

4. Lab and Clinical Experiences: Lab and clinical experiences will be conducted in collaboration with EMS and hospital ER sites that have been approved by the school. These sites will be given to the students and schedules will be assigned. No unapproved clinical sites or hours will be accepted. The instructor must approve any deviation from the assigned schedules beforehand. Students must make every effort to adhere to their assigned schedules. All students will also adhere to the policies and procedures of the assigned clinical site. Students will only perform skills that are appropriate to their level of training.

Remember, you are a “guest” at the clinical site, and you shall conduct yourself accordingly. If any problems or issues develop at the clinical site, the instructor (Shane Rowe 479-252-4951) should be contacted immediately.

The following uniform requirements apply to all students in each class and clinical settings:

- a. Uniform patch (\$4) Optional
- b. Uniform pants – Black EMS pants (\$45 - \$105)
- c. Uniform shirt – polo – Patch on right shoulder – 2inches above sleeve edge if placed on shirt (ordered as a group in a class)
- d. Boots – Black, all leather with the non-slip sole (\$30-\$130)
- e. Belt – Black with silver buckle (\$20)
- f. Stethoscope (\$30-\$275) you what you pay for
- g. Scissors – EMS Trauma Shears
- h. Pen Light and Protective Eye-wear
- i. All Student uniforms will require Final Instructor approval before clinical rotations.
- j. Uniforms will be required to be worn to class after the official withdrawal date

Students are required to submit proof of the following immunizations by the second week of class: TB skin test, Td, Hepatitis B vaccine (or a signed waiver), MMR, and Varicella zoster vaccine (or a signed waiver).

5. Testing Policy: Unless changed by the instructor, all examinations will be administered in the testing lab via *respondus lock down browser* or by using student's personal laptop computer or iPad. Students must ensure adequate system requirements to use *respondus lock down browser* prior to the start of the EMT courses. Students may be expected to take exams on a computer or iPad [pending test lab availability](#).

On exam days, in preparation for taking an exam using *respondus lock down browser*, students should:

- a. Complete any computer updates in advance, as they frequently occur.
- b. Turnoff all programs, [including Antivirus software](#), and close all documents.
- c. Fully charge computer or iPad; supplemental power may not be available.

B. Electronic Devices: There be no cell phones, pagers, laptops, etc. in class, campus lab or clinical facility. There will be no phone calls, texts, or any use of phones during class, campus lab or in the clinical facility. These are very disruptive. The exception would be for an emergency that was explained to the instructor before class

C. Academic Honesty:

The Student Handbook of the University of Arkansas – Fort Smith states in part: “UAFS is committed to helping students attain their highest level of academic achievement. That achievement is predicated on a foundation of scholastic integrity in all aspects of students’ academic work. This absolute standard of academic honesty lies at the heart of any pursuit of learning and the award of any degree or certificate.... Academic dishonesty in any form (including using unauthorized materials, information, or study aids in any academic exercise; plagiarism; forgery; falsification of records; unauthorized possession of examinations; any and all other actions that may improperly affect the evaluation of a student’s academic performance or achievement; and the assistance of others in any such act) is forbidden.” Students may not gain or attempt to gain an academic advantage for that student or another student by misrepresenting a person’s work or by interfering with the completion, submission, or evaluation of work. Do not submit papers under your name that are a slightly altered article or articles obtained from the Internet, library, papers from other students, or from other sources. Faculty who have proof that a student is guilty of academic dishonesty may take appropriate action, up to and including, assigning the student a grade of “F” for the course, and suspending the student from the class. The “F” will be the final grade and the student may not withdraw from the course with a “W”. A student may appeal either the finding of academic dishonesty or the penalty to the Academic Integrity Committee under guidelines listed in the The Student Handbook of the University of Arkansas.

D. UAFS Policies - Classroom and Examination Procedures Related to the Lawful Carrying of Concealed Weapons:

In accordance with Arkansas Act 562, students who choose to carry a concealed weapon in a backpack, purse or other bag, would be in violation if they are separated from their bag beyond arms reach. These students should make other arrangements on test days where classroom requirements are such that these types of bags are not allowed near the student during the test.

E. ADA Statement:

UAFS seeks to make every effort to offer equal educational opportunities for all students. To ensure a total university experience for students with disabilities, UAFS provides reasonable accommodations and services to students who have physical, emotional and/or learning disabilities. The underlying philosophy is to provide support, where possible, that will maximize each student’s opportunities for academic success. Working in partnership with the student, the Student ADA Services Coordinator will develop an individualized plan for services which may include academic advising and accommodations in testing and instruction. A student with disabilities may present validation of his/her disability and request services by contacting the Student ADA Services Coordinator at (479) 788-7577. It is the student’s responsibility to request accommodations each semester /term. To request academic accommodations, students are required to complete the application process before or at the beginning of each term.

F. Confidentiality:

Employees at UAFS, including faculty, have certain obligations and rights to report information:

- a. Mandated reporters of child maltreatment in Arkansas include 'teachers' and 'school officials,' which includes all faculty and many others. The covered information includes any possible child (person under 18) maltreatment in the State of Arkansas. Contact Human Resources for more information. Subjects are not limited to students, as we host many other minors on our campus and in university programs. The Child Abuse Hotline number is (800) 482 - 5964. For additional information, contact Brittany Slamons in Human Resources at 788-7084.
- b. All UAFS employees are required by the University to report potential Title IX policy violations. If a student wishes to talk with someone about a situation without making a report or prompting a response, the student may contact the Counseling Center on campus (788-7398) or the Reynold Crisis Intervention Center in Fort Smith (1-800-359-0056). This includes behaviors that if confirmed would likely constitute sexual harassment, sexual assault, domestic violence, dating violence, or stalking. Contact Title IX at 788-7413 (Kathryn Janz), 788-7084 (Brittany Slamons), or 788-7310 (Dr. Lee Krehbiel) for more information or to make a report.
- c. Employees have the option of reporting any credible threat of harm to self or others made by a student (or another employee). UAFS has a Case Management Team and a Threat Assessment Team. Contact the Dean of Students, Dr. Dave Stevens, at 788-7310, or if the threat is imminent, call University Police directly at 788-7140.

G. Writing Standards:

The EMT Program use the latest edition of *The Publication Manual of the American Psychological Association* as the guide for all written work. It is available in the Boreham Library and the UA Fort Smith Bookstore.

H. Title IX:

Here is a link to important Title IX documents, policies and resources: <https://uafs.edu/student-life/campus-safety/title-ix/index.php>

I. FERPA:

The Family and Educational Rights and Privacy Act, also known as FERPA or the Buckley Amendment, is a federal law that governs the confidentiality of student records. The act prohibits, with certain limited exceptions, the release of information from a student's educational records unless the student has given written consent. The act also ensures that students have certain rights with respect to their education records and access to those records and that they have the opportunity to correct erroneous records. All inquiries should be referred to the Registrar's Office. For more information contact the registrar at 479-788-7407 or refer to the Student Handbook available online at My.UAFS.

Availability Fall 2023 Semester

Faculty	In Office	Virtual	Email
Ryan S. Rowe NRP, BBA-HCM	N/A – No office hours	Available for prescheduled virtual meetings Or via cell phone at 479-252-4951	Shane.rowe@uafs.edu