

# SYLLABUS - EMS 108 - 1001, 1002, 1003

---

## Emergency Medical Technician-Basic

**Public Safety  
Coordinator:**

**David LeBaron, TMCC Public Safety Coordinator**  
[dlebaron@tmcc.edu](mailto:dlebaron@tmcc.edu)  
Office Location: RTC 219D Telephone: 775-789-5416  
Office Hours: By appointment only

**EMS Coordinator:**

**Deb Azhikakath, TMCC EMS Coordinator**  
[disneydebster@gmail.com](mailto:disneydebster@gmail.com)  
Office Location: RTC 219C Telephone: 775-789-5540  
Office Hours: Wednesday 3–11 p.m., Thursday 3–6 p.m. and 10–11 p.m.  
Saturday by appointment only

**Instructors:**

1001 **Mike Foster, EMT-P**  
**Deb Azhikakath, EMT-I**  
1002 **Jeff Sullivan, EMT-P**  
**Stephanie Gilbert, EMT-P**  
1003 **Eric Swanson, EMT-P**  
**Kevin Elliott, EMT-I**

**Textbooks:**

Emergency, Benjamin Gulli, Les Chatelain, Chris Stratford, Jones and Bartlett Publishing  
Emergency Workbook, Jones and Bartlett Publishing (Required)

**Length/Times:**

Saturday Class (1003): 8 a.m. – 5 p.m.  
Night Class (1001): Monday/Wednesday, 6–10 p.m.  
Night Class (1002): Tuesday/Thursday, 6–10 p.m.

## I. Our Teaching Philosophy

---

We try to provide the best environment possible for students to learn the didactic material and psychomotor skills to become certified as an Emergency Medical Technician-Basic in the State of Nevada. This course will also prepare students to pass the National Registry exam. We will be as fair as possible and give every opportunity for students to excel in the course. However, we also believe that students **MUST** be prepared to give the time and energy to the course by coming to class ready to learn and by participating in practice sessions; this means students will have read the assigned chapter prior to coming to class. **We also require students to conduct themselves in a professional manner in the classroom/in the lab/and in the clinical setting.**

This course requires a great deal of **time** and **study**. It is very difficult to catch up if you fall behind by missing class. **This course follows the DOT (Department of Transportation) standards; therefore, it is to those standards the course will be conducted.**

Finally, we encourage an environment of open communication, so feel free to discuss any problems or concerns you may have. Please do this by making an appointment by calling us at the above listed telephone numbers.

## II. Course Goals

---

The course is designed to instruct students to the level of Emergency Medical Technician Basic, who serve as a vital link in the chain of the health care team. It is recognized that the majority of prehospital emergency medical care will be provided by the EMT Basic. This course includes all skills necessary for the individual to provide emergency medical care at a basic life support level with an ambulance service or other specialized agencies. After successful completion of the program, the student will be capable of performing the following functions at the minimum entry level:

- Recognize the nature and seriousness of the patient's condition or extent of injuries to assess requirements for emergency medical care;
- Administer appropriate emergency medical care based on assessment findings of the patient's condition;
- Lift, move, position and otherwise handle the patient to minimize discomfort and prevent further injury; and,
- Perform safely and effectively the expectations of the job description.

The content of this course includes the following subject matter:

- Overview of the human body
- Medical-Legal Issues of EMS
- Assessing Emergency Scenes and prehospital victims
- EMT-Basic Pharmacology
- Respiratory and Cardiac Emergencies
- Drug and Alcohol related crises
- Environmental and Behavioral emergencies
- Trauma Emergencies
- Emergency Childbirth and Pediatric Emergencies
- Functioning in the prehospital care environment

### LEARNING OUTCOMES

Upon completion of the course, the student will demonstrate the ability to comprehend, apply and evaluate the clinical information relative to his/her role as an entry level EMT-Basic, demonstrate the technical proficiency in all skills necessary to fulfill the role of an entry-level EMT-Basic, and will be able to follow protocols consistent with the national standard.

**\*\*WE HAVE THE RIGHT TO CHANGE THE OUTLINE AND SYLLABUS AS NEEDED.\*\***

## III. Course Requirements

---

### A. Attendance and Participation

Learning is both content and process. Students **must** be present in order to learn. This includes active participation in class discussion and skills practice. **This means you must be punctual and do not leave class or skills labs without permission of the instructor.**

Students with repetitive tardiness and/or early departures will be asked to drop the class, so please plan to arrive on time and stay the full length of class. **All tardiness and/or early departures will be taken off the total hours that you can miss (see attendance policy below.)**

The DOT (Department of Transportation) regulations state that **"students may not miss more than 16 hours of the course, or they will be dropped. NO EXCEPTIONS."** For each session that must be missed, make-up work is required to be turned in. **If you miss either the beginning half (including being more than 15 minutes late), or the last half, you are also required to complete make-up work. However, make-up work does not make-up the hours missed!**

At the beginning each class session, **all students must sign the attendance sheet**. Signatures on the attendance sheet must be signed in readable and legible penmanship. **Failure to sign the attendance sheet will result in the full session missed. We must have proof. This is conducive to documentation in the field. If you didn't document it, you didn't do it.**

Make-up assignments are listed on the course outline, and **is due within 1 week of the absence**. **It must be type-written, double spaced, in "Times New Roman" font. Header must have name, date, class/section, and what session make-up work is for. If make-up work is not turned in, the student will not be able take the next exam, and will not be eligible for a make-up exam.** If you are e-mailing the make-up work in (highly recommended), please have separate sessions attached.

Students are also required to activate their student account through TMCC by the end of the first week of school. This e-mail address is used for important information regarding the course. Information on class cancelation, news, and missing work will be sent through the TMCC e-mail account. You don't want to miss this.

**If you decide to drop the course at any time, you must drop the class from MyTMCC or go to admissions and records to receive a W, otherwise you will receive an F for the class at the end of the semester.**

## **B. EXAMINATIONS**

There will be 5, 100-point examinations given after the completion of each module. There will also be a Mid-Term and a Final for 150 points each. There will also be six skills examinations for 50 points each. Exams are returned to the students for review **only**. **No test materials are to be taken from the classroom**. During this review, grades have not yet been posted. **If exams are not returned to the instructor, a zero grade will be given**. The exams are housed in the EMS office and can be reviewed with students upon request and during the exit interview toward the end of the semester.

You must maintain a 75% through the class. Any person falling below a 75% will be placed on Academic Probation. Any student already on Academic Probation that falls below a 75% by the end of the Mid-Term will be dropped from the class. **You are responsible for keeping track of your grades!**

**Important notice:** Any missed exams or quizzes which have not been taken during the regularly scheduled times, can be made up with coordinator approval by appointment only. **Exams must be made up within two weeks of the absence. Exams not made up within the time limit will receive zero points for that exam.**

## **C. GRADING SCALE**

100 – 93%	A	90 – 92%	B+	84 – 89%	B
80 – 83%	C+	75 – 79%	C	74 – 70%	D
69% and Below F					

**Students must have a 75% cumulative average to be able to take the final. If a student has less than a 75%, they will not be able to take the class Final.**

## **D. DRESS CODE IN CLASS.**

**Students must dress in uniform.** One TMCC EMS polo will be furnished to each student, and it **must** be worn to all class sessions. Polos **must be tucked in at all times** during labs. Extra Polos are available by order for a fee of \$20.00 each. If students do not show up in uniform, they will be sent home to change. The official uniform will consist of dark blue/black pants, the TMCC EMS polo shirt and black boots which must be worn to class and all clinical hours. Open toed shoes will not be allowed. You may purchase your pants from Nevada Uniforms on 235 Keystone Ave Reno, NV 89503 or online. Purchase these early because pants sizes go fast. Nevada Uniforms has free tailoring available.

## E. ETHICAL CONDUCT

Cheating on exams and quizzes is against NSHE system policy and will not be tolerated. Any student caught cheating on an examination or displaying unethical conduct such as disturbing others during lecture or videos, argumentative or unruly behavior will meet with the following persons:

- Course Coordinator
- Instructor and 1 Teaching Assistant
- Health Sciences Dean

**Any argumentative, unruly or threatening behavior displayed in the classroom will result in the instructor contacting the TMCC police, and participating parties will be escorted off campus.**

We ask that if you are bored with any portion of the class, please be "politely bored." Sleeping in class, reading in class or doing other work in class will not be tolerated. You may leave the class if you wish and complete the make-up work for that session.

## F. CLINICAL ROTATIONS

To be eligible for the State Certification Examination, students must show proof of a minimum of 1 (one) 8 hour hospital rotation (either Renown or St. Mary's), and 1 (one) 8 hour field experience (REMSA or Reno Fire). Students will have an opportunity to sign up for a total of two rotations during the semester. If you miss this opportunity, immediately contact the coordinator to schedule your rotations. It is your responsibility to keep track of your rotations. Questions regarding your clinical dates can be directed to the Clinical Coordinator, Johnny Criscione, 775-750-7298

Unless you are bumped from your rotation by the agency, **there will be no rescheduling for any reason!!!** If you do not complete two rotations by the end of class, you will receive an F for the class.

**You must bring the following with you to each clinical site:**

- EMS photo ID badge (these must be worn to class and to the clinical rotations);
- A watch with a second hand (preferably);
- A stethoscope;
- An evaluation form (downloaded from the EMS 108B website at [www.tmcc.edu/ems](http://www.tmcc.edu/ems) then go to the EMT Basic link (additional resources); and,
- Be dressed appropriately: The student must be in the class uniform of the TMCC EMS polo and dark blue/black pants with dark, closed-toed shoes. Hair clean and pulled away from face, facial hair neatly trimmed, no dangly earrings, and NO "facial" jewelry allowed. Fingernails clean, and of moderate length, Light make-up and mild scents only. Offensive body odor must be controlled. No gum chewing or food in the clinical area(Hospital rotations only.) Good personal hygiene with absence of mouth and body odor at all times.
- Please bring a bag lunch. You are permitted one 30 minute lunch break. Please **eat!**

Please arrive 15 minutes early to each clinical site.

## G. MATERIALS/EQUIPMENT NEEDED FOR CLASS

Each student is expected to purchase a stethoscope and blood pressure cuff. These items should be brought to your clinical rotations and labs. Consult the yellow pages for hospital supply companies and the local drug stores. The TMCC bookstore may also stock these. **You do not need to purchase expensive equipment. The inexpensive ones work just as well!**

Each student must wear the uniform and their name badge at every class. If badges are lost, they may be replaced for an additional fee. **Badges must be issued before your first clinical rotation.** It is located at the Starting Point in the Student Services building on the first floor. It is free, but does not count for your student I.D.

## H. IMMUNIZATIONS, MEDICAL INSURANCE AND CURRENT CPR CARD

Every student should have turned in a copy of his or her Health Care Provider CPR card, copy of your driver's license and proof of medical insurance prior to registration.

Copies of your **MMR, TB, TD**, and the **first two Hepatitis B** immunizations, **Varicella** vaccination (chickenpox) or **waiver** if contracted as a child, **drug screen**, and **background check** must be turned in as well. You **must** have had at least one Hep. B shot by the start of class and the second by the time you go to your first clinical site. (Those born before 1957 will be exempt from the hepatitis B shot.)

**Students will not be allowed to continue in the class if these are not turned in after the first week.**

**All students must be 18 years old by the first day of class – NO EXCEPTIONS!**

## I. HOMEWORK ASSIGNMENTS

There will be a homework assignment to be handed in worth 25 points per assignment. Full points will only be awarded for on-time assignments. See course outline for details regarding these assignments. These assignments must be type-written, double-spaced, in "Times New Roman" font and answered fully and in complete sentences. If e-mailing homework assignments (highly recommended ,) please attach to e-mail and mail to your class lead instructor. Copying and pasting the document will not be accepted.

*"Acts of academic dishonesty, including but not limited to cheating, plagiarism, falsifying research data or results, or assisting others to do the same is incompatible with the purposes of an academic community, and is prohibited for all members of the community of the System, including but not limited to the faculty and students, shall constitute cause for discipline and may lead to the procedures and disciplinary sanctions established in Title 2, Section 6.3 of the NSHE Code."*

TMCC Course Catalog 2008-2009; Appendix L

## J. TOTAL POINTS FOR THE CLASS

This class will have a total of 1275 points.

- 5 Module Exams – 100 pts. Each (Peds/Operations will be included on Final)
- Mid-Term/Final – 150 pts. Each
- 6 Skills Exams – 50 pts. Each
- 1 Homework Assignments – 25 pts. Each
- 5 Workbook Checks – 10 pts. Each
- 10 Pop Quizzes – 10pts Each

## IV. State Paperwork

---

Upon successful completion of the final skills and written exam, students will be need to send into the state: Certification Application with check/money order for \$10 and a copy of a current CPR card (front and back.)

**The following paperwork must be must be turned in prior to the skills exam:**

- All make-up work
- Clinical rotation forms (2)
- Final skills exam check off sheets
- Vital sign sheet

## V. Recertification

---

Your EMT-Basic recertification will be due in two years (spring students, 18 months). EMT's will receive notice of recertification and a list of agencies providing the classes (make sure your address is current at the State office). **Do not wait until the last minute!** TMCC provides recertification classes during the months of September, October, and November. **TMCC offers CPR renewal during this class as it is the responsibility of the EMT to keep their CPR certification current and proof of CPR certification must be sent in with renewals.**

## VI. CPR

---

This course does not include CPR, however all CPR skills will be evaluated. You must also keep your CPR certification current during the semester. This is for the clinical rotations that you are required to attend. **You will need to bring a copy of the current CPR card to the Practical Exam at the end of the semester.**

## VII. Medical Director

---

Our course medical director is Laning Andrews, M.D., an Emergency Physician at St. Mary's Regional Medical Center. Dr. Andrews' function as medical director is to approve curriculum, be present at the exit interview and skill testing, and be made aware of any problems that occur during class. The Medical Director is responsible for all decisions dealing with conduct, grades, skills, etc. (See ethical behavior)

## VIII. Sexual Harassment

---

See college catalog for TMCC's policy on sexual harassment.

## IX. Americans with Disabilities Act (ADA) and Accommodation Services

---

Qualified students with documented disabilities have the right to free accommodations to ensure equal access to educational opportunities at Truckee Meadows Community College. For assistance and clarification of services provided under the ADA, contact the Disabled Student Services Office, 673-7277 or 673-7286.

# Memorandum of Understanding

This document must be turned in by the second class period

I, \_\_\_\_\_, acknowledge receipt of a course syllabus and course schedule. I understand I have enrolled in a class that is held to higher grading standards than that of normal TMCC courses and will do my best to maintain the higher standard. I have had an opportunity to ask questions regarding my expectations. I further agree to abide by these standards and expectations, which includes the ethical and behavioral standards.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Address Ci

\_\_\_\_\_  
ty

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Telephone Number (best number to be reached)

\_\_\_\_\_  
E-mail (**required**)