

Polson/ Ronan Ambulance EMT Course Syllabus and Polices

Instructor: Mike Cullen, Paramedic

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Program Director: Greg Sheumaker, Paramedic, B.A.

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Medical Director: Tim Thornton, PA-C

Course Meeting Days and Times: Every Mondays and Wednesdays with one Saturday per month

Course Location: Polson Ambulance Station, 904 2nd St E. Polson, Mt 59860

Course Description:

The Emergency Medical Technician course prepares the EMT student to provide prehospital assessment and care for patients of all ages with a variety of medical conditions and traumatic injuries. Areas of study include an introduction to emergency medical services systems, roles and responsibilities of EMTs, anatomy and physiology, medical emergencies, trauma, special considerations for working in the prehospital setting, and providing patient transportation.

Teaching-Learning Methods:

Teaching-learning methods in this course may include, but are not limited to, assigned readings, presentations, discussion, critical thinking exercises, labs, and class activities. Evaluation procedures include quizzes, written examinations, and assignments.

Supplemental information to assist in your learning will be given through class and as requested.

Course Objectives:

At the completion of this course you should be able to:

1. Describe the roles of EMS in the health care system.
2. Demonstrate the professional attributes expected of EMTs.
3. Perform the roles and responsibilities of an EMT with regard to personal safety and wellness, as well as the safety of others.
4. Perform the duties of an EMT with regard for medical-legal and ethical issues, including functioning under medical direction and within the scope of practice.
5. Apply principles of anatomy, physiology, pathophysiology, life span development, and therapeutic communications to the assessment and management of patients.

6. Identify the need for and perform immediately lifesaving interventions to manage a patient's airway, breathing, and circulation.
7. Assess and manage patients of all ages with a variety of complaints, medical conditions, and traumatic injuries.
8. Apply principles of emergency medical services operations, including considerations in ambulance and air medical transportation, multiple-casualty incidents, gaining access to and extricating patients, hazardous materials incidents, and responding to situations involving weapons of mass destruction.

Course Textbook:

Limmer, D., Okeefe, M., (2012). *Emergency Care, 12th edition*. Upper Saddle River, NJ: Pearson Education.

Daily Schedule

The daily schedule will generally follow this format:

1. Review and Remediation
2. Daily Quiz
3. Lecture
4. Skills Lab
5. Facility Cleaning

Parking

Parking is allowed in the normal parking area for students. At no time are emergency doors or routes to be blocked or obstructed.

Attendance

This is a very intensive course, with large amounts of information and practice scheduled for each session. It is required that each student must attend 116 hours of instruction. Therefore it is imperative that you are punctual. Class will begin on time; if you arrive more than 5 minutes late you will be marked as "tardy" for that day. If you arrive more than 30 minutes late you will be marked "Absent Without Leave – AWOL". You may not miss more than (4) classes during the didactic (classroom) phase. Being marked absent from more than (2) classes will result in incomplete in the program.

If you know that you will miss a class for the rare unforeseen emergency, you must contact the lead instructor prior to that class. All hours missed will need to be made up in the form of an exam.

Exam / Quiz Make Up

Any missed or failed exam / quiz shall be made up prior to the start of class. All will be scheduled with the lead instructor in advance and must be completed within a two-week period.

Performance Standards

Tests Quiz's- **You must score 70% or better on each test to complete the program.** You will be able to remediate tests or exams as necessary. Remediation will be in the form of 1) a review session that identifies weaknesses, and 2) a remediation test. Each remediation must occur within two weeks of the original test. The remediation test or exam may not be presented in the same format as the original test.

Exams - **You must score 70% or better on the midterm and Final exam.** The remediation policy is as listed above.

If you do not achieve a 70% or better by the second remediation quiz or exam, you will be recommended for termination to the program Medical Director.

If after three (3) original (not remediation) consecutive failed weekly tests, with a score of below 70% you may also be recommended for termination.

Skills - **You must score a "PASS" on every manipulative skill.** If you fail to attain a passing grade on a given skill, you will be scheduled for re-evaluation. If, after two re-evaluations, you fail to attain a passing grade, you will be recommended for termination through the Program Medical Director.

Student Records Policy

It shall be the policy of this training program to maintain all student records in a safe and secure location. The program director shall have sole access to student records and at no time may student records be displayed, discussed, or criticized with other students, or faculty. Request for access may be requested but must be submitted in writing.

Chemical Substance Use/ Smoking

If you are found under the influence or suspected of alcohol use during program hours, you will be immediately suspended from the program. Any use of illicit drugs shall result in immediate suspension and reporting to the proper authorities. An investigation by the lead instructor and the medical director shall follow, pending findings the student maybe given an incomplete or reinstated in the class. Tobacco products, including smokeless, are prohibited during class time. Use of these products may be used in designated areas during approved break periods.

Discrimination

It is the policy of the program to provide equal opportunity for training and education regardless of race, gender, sexual orientation, religion, age or ethnicity. The classroom will also remain free of any harassment, or intimidation. Any student accused of discrimination shall be suspended

from the program. An investigation by the lead instructor and the medical director shall follow, pending findings the student may be given an incomplete or reinstated in the class.

Rules for Recruit Students

The program shall consider all who apply. The selection process shall determine who shall be accepted into the program. The applicant shall complete a program application, a pretest and complete an interview with the Lead Instructor. The student shall then be recommended to the programs medical director for final approval to the program. A classroom limit will be a total of six students.

Dress Code

You are expected to wear clean, neat clothing that is fully functional for classroom and hands on practice. Clothing for didactic will be assigned by facility and may change.

For the safety of the student and others, students may not wear shorts, tank tops, half shirts, sleeveless shirts, halter-tops, tube tops, skirts, open toe shoes or sandals.

Students should dress with safety in mind as training sessions, will require the use of various equipment and training aids.

Staff members accept the responsibility for reasonable interpretation of the policy and advising of the student in its regard.

Students arriving wearing inappropriate attire may not be able to participate in the training evolutions for the safety of the student.

Professional Conduct

It is the intent of all instructors to provide you with an environment that is conducive to learning. Conduct disrupting the classroom or showing lack of respect for staff, guests, or other students will not be tolerated, and shall reported to the Instructor.

Building Maintenance

You are expected to clean the classrooms and common areas of the building at the end of each class. House chores will be done at the end of class.

ADA Policy

It shall be the policy of this training program to allow for any reasonable accommodations requested at least two days before the first day of scheduled class. The program has adopted the USDOT EMT-Basic job description that has been provided in each student manual. If the student feels they are unable to perform to all functions contained within the job description they shall be advised they are ineligible to complete the requirements of the class.

Staff and Contact Numbers

Greg Sheumaker 406-261-6903

Mike Cullen 406-261-2014

Successful Completion Criteria

Upon successful completion of this program, you will be eligible for the EMT licensure process. Successful completion includes all of the following:

1. Attending all sessions of the program, or makeup of hours as assigned.
2. Completing all assigned homework.
3. Achieving a score of 70% or better over a three weekly test average.
4. Achieving a score of 70% or better on the Midterm and Final Exams.
5. Achieving a score of 70% or better on all skill exams.

You will be issued a course completion certificate and the results are sent to the State of Montana, Board of Medical Examiners. This course does not provide examination for licensure. Students may use their course completion to test at EMT level through the State of Montana Board of Medical Examiners, or their designee, or through the National Registry of EMT.

Job Description: Emergency Medical Technician

Adopted and modified from the 1994 Emergency Medical Technician- Basic: National Standard Curriculum.

Career Requirements:

Responds to emergency calls to provide efficient and immediate care to the critically ill and injured, and transports the patient to a medical facility.

After receiving the call from the dispatcher, drives the ambulance to address or location given, using the most expeditious route, depending on traffic and weather conditions. Observes traffic ordinances and regulations concerning emergency vehicle operation.

Upon arrival at the scene of crash or illness, parks the ambulance in a safe location to avoid additional injury. Prior to initiating patient care, the EMT will also "size-up" the scene to determine that the scene is safe, the mechanism of injury or nature of illness, total number of patients and to request additional help if necessary. In the absence of law enforcement, creates a safe traffic environment, such as the placement of road flares, removal of debris, and re-direction of traffic for the protection of the injured and those assisting in the care of injured patients.

Determines the nature and extent of illness or injury and establishes priority for required emergency care. Based on assessment findings, renders emergency medical care to adult, infant

and child, medical and trauma patients. Duties include but are not limited to, opening and maintaining an airway, ventilating patients, and cardiopulmonary resuscitation, including use of automated external defibrillators. Provide prehospital emergency medical care of simple and multiple system trauma such as controlling hemorrhage, treatment of shock (hypoperfusion), bandaging wounds, and immobilization of painful, swollen, deformed extremities. Medical patients include: Assisting in childbirth, management of respiratory, cardiac, diabetic, allergic, behavioral, and environmental emergencies, and suspected poisonings. Searches for medical identification emblem as a clue in providing emergency care. Additional care is provided based upon assessment of the patient and obtaining historical information. These interventions include assisting patients with prescribed medications, including sublingual nitroglycerin, epinephrine auto-injectors and hand-held aerosol inhalers. The EMT will also be responsible for administration of oxygen, oral glucose and activated charcoal.

Reassures patients and bystanders by working in a confident, efficient manner. Avoids mishandling and undue haste while working expeditiously to accomplish the task.

Where a patient must be extricated from entrapment, assesses the extent of injury and gives all possible emergency care and protection to the entrapped patient and uses the prescribed techniques and appliances for safely removing the patient. If needed, radios the dispatcher for additional help or special rescue and/or utility services. Provides simple rescue service if the ambulance has not been accompanied by a specialized unit. After extrication, provides additional care in triaging the injured in accordance with standard emergency procedures.

Complies with regulations on the handling of the deceased, notifies authorities, and arranges for protection of property and evidence at scene.

Lifts stretcher, placing in ambulance and seeing that the patient and stretcher are secured, continues emergency medical care.

From the knowledge of the condition of the patient and the extent of injuries and the relative locations and staffing of emergency hospital facilities, determines the most appropriate facility to which the patient will be transported, unless otherwise directed by medical direction. Reports directly to the emergency department or communications center the nature and extent of injuries, the number being transported, and the destination to assure prompt medical care on arrival. Identifies assessment findings which may require communications with medical direction for advice and for notification that special professional services and assistance be immediately available upon arrival at the medical facility.

Constantly assesses patient during transport to emergency facility, administers additional care as indicated or directed by medical direction.

Assists in lifting and carrying the patient out of the ambulance and into the receiving facility.

Reports verbally and in writing their observation and emergency medical care of the patient at the emergency scene and in transit to the receiving facility staff for purposes of records and diagnostics. Upon request, provides assistance to the receiving facility staff.

After each call, restocks and replaces used linens, blankets and other supplies, cleans all equipment following appropriate disinfecting procedures, and makes careful checks of all equipment so that the ambulance is ready for the next run. Maintains ambulance in efficient operating condition. Ensures that the ambulance is clean and washed and kept in a neat orderly condition. In accordance with local, state or federal regulations, decontaminates the interior of the vehicle after transport of patient with contagious infection or hazardous materials exposure.

Determines that vehicle is in proper mechanical condition by checking items required by service management. Maintains familiarity with specialized equipment used by the service.

Attends continuing education and refresher training programs as required by employers, medical direction, licensing or certifying agencies.

Meets qualifications within the functional job analysis.

EMT