



Mountwest

Community & Technical College

COURSE SYLLABUS – PAR 205 ; EMS Preparatory

This syllabus is not considered a legal document and is subject to change.

Course Number, Title, CRN, Section:

PAR 205, EMS Preparatory, CRN 1392, Section 101

Semester, Year, Day, Time, Location:

Fall 2017, Wednesday 10:00-1:20, Room 422

Instructor Name: Mr. James Mitchell, M.A., NRP

Office: Main Campus Room 437

Telephone: (304) 710-3518

E-mail: mitchell86@mctc.edu

Office Hours:

Monday	Tuesday	Wednesday	Thursday
9:00-10:00; 1:30-2:30	9:30 – 12:00	9:00-10:00; 1:30-2:30	9:30-11:00

Course Description, Credits, Prerequisite(s): **3.0 credits.** This lecture/lab course is designed to educate and train the student in preparing for a career in the EMS systems. Student will also gain knowledge in workforce safety and wellness, public health, medical/legal issues, communications, and documentation. Students will reinforce basic patient assessment, as well as develop critical thinking and clinical decision making skills.

Required Textbook(s):

Nancy Caroline's Emergency Care in the Streets (7th Edition) (ISBN: 9781284087529) **AND**

Nancy Caroline's Emergency Care in The Streets, Student Workbook (7th Edition) (ISBN: 9781449609245)

Required Materials: None

Recommended Materials: None

Computer Requirement: All students must have an MCTC account with user name and password and communicate with their instructors via MCTC e-mail.

Assessment of Learning Outcomes: Exams, homework, quizzes, projects, presentations, critical thinking scenarios and simulation.

Evaluation/Grading:

Exams: 200

Quizzes: 280

Homework: 300

Discussion Boards: 200

Scenarios: 100

Portfolio: 150

Comprehensive Final: 200

Total: 1430

GRADE SCALE

Score	Grade
93-100%	A
84-92%	B
75-83%	C
68-74%	D
Below 68	F

Due Dates: See Tentative Schedule

Make-up Policy: Students must complete all course work as assigned and as scheduled. Students may only make up exams with the prior approval of the course instructor. Missed exams must be made up within one (1) week of the missed exam or the student will be given the grade of "0." Make-up tests **MUST** be made up during office hours **NOT** during regular class time. **Quizzes cannot be made up.**

Assignments are due the date indicated by the instructor. Assignments turned in late for any reason will be subject to the following: 10% reduction of points for assignments turned in up to one week late. 20% reduction of points for assignments turned in up to two weeks late. **ASSIGNMENTS THAT ARE TURNED IN MORE THAN TWO WEEKS LATE WILL NOT BE GRADED.** Extenuating circumstances will be evaluated by the instructor on a case by case basis; make sure to communicate with the instructor to let him or her know if you will be turning in assignments after they are due.

Student Conduct Classroom Policy: Students have paid for the privilege to learn in the college environment. Those who cause the learning process to be disrupted may be asked to leave the classroom and meet the Program Coordinator or Dean of Allied Health & Life Sciences prior to re-admission to the classroom. College disciplinary measures may be invoked in extreme circumstances. Harassment by students or intentional abuse of College property shall not be tolerated at any level. Students will be expected to conduct themselves as adults in the classroom.

If there is an attendance component for the final grade, students who have not met the required attendance percentage at mid-term, cannot pass the class. **Students who exceed the allotted absences or whose GPA falls below the required GPA at mid-term, may not be eligible for financial aid disbursement.**

Academic Support:

The Academic Skills Center in room 103 provides the following resources:

Peer Tutoring is a free service available to current students who are interested in receiving one-on-one assistance from a peer who has successfully completed the course. **Study mentoring** is a free service in which faculty provide organization and study skills assistance. To make an appointment with a peer tutor or study mentor, please contact Ms. Rebecca White at moses@mctc.edu or (304)710-3435 or stop by the Academic Skills Center in room 103.

Located on the 1st floor of the Main Building in **Room 103D**, the **Mountwest Writing Center** offers you a 30 minute, one-on-one tutoring session for any written assignment. Bring a printed draft of your paper and a copy of your professor's assignment sheet, and your Writing Center instructor will guide you in learning how to revise grammar usage, sentence structure, organization, thesis and paragraph development, and much more. Walk-ins are welcome. No appointments are necessary but are accepted. Please contact Mr. Jesse Riggs, Coordinator at riggsj@mctc.edu or (304)710-3437.

The **Online Writing Center**-If you are currently enrolled in a Mountwest Community & Technical College program, you can access the Mountwest Online Writing Center to submit a digital copy of your draft for evaluation or request a video conference with a Writing Center tutor. Just click the Online Writing Center link in the Student Resources navigation pane on your Blackboard landing page and follow the steps to self-enroll.

Mountwest Community & Technical College provides access to **Brainfuse**, an online tutoring service that can be accessed through any *Blackboard* course under "Course Tools."

Procedure for Students with Disabilities: Mountwest Community and Technical College is committed to equal opportunity in education for all students, including those with physical, learning, and psychological disabilities. It is the responsibility of students with disabilities to contact Jill Kelley Goheen at 304-710-3368 or Debbie Spencer at 304-710-3369, in the Office of Student Services and provide documentation of their disability. Following this, a letter will be sent to each of the student's instructors outlining the academic adjustments and/or auxiliary aids he/she will need to ensure equality in classroom experiences, outside assignments, testing and grading. The instructor and student will meet to discuss how the adjustments and/or auxiliary aids requested will be provided. For more information, please contact Mountwest Community and Technical College Office of Student Services; phone 304-710-3141.

Please contact: Jill Goheen, kellej@mctc.edu, 304 710-3368, Student Services Room 101 J or Debbie Spencer, spencerd@mctc.edu, 304 710-3369, Student Services Room 101 M

Tentative Class Schedule

(Schedule and/or assignments are subject to change)

Date	Assignments/Exams/Activities/Due Dates	Assignments / H.W.
August 23	Introduction, Syllabus and General Info EMS Systems (Chapter 1- pgs. 5-25)	DB # 1 /
August 30	Workforce Safety and Wellness (Chapter 2- pgs. 33-52)	Q = Ch. 2 /
September 6	Public Health (Chapter 3- pgs. 61-78)	Q = Ch. 3 /
September 13	EMS Communications (Chapter 5- pgs. 121-141)	Q = Ch. 5 / Test Ch.'s 1-3
September 20	Life Span Development (Chapter 9- pgs. 401-413) <i>Documentation (Chapter 6- pgs. 149-175)</i> <i>* Guest Instructor Jamie Bayne – Research and Citation Workshop (1hr)</i> <i>Prep Class All Day on 9/20/17</i>	Q = Ch.9 / DB # 2 /
September 27	<i>Pharmacology Class All Day on 9/27/17</i>	Q = Ch. 6 /
October 4	Pathophysiology (Chapter 8)	Q = Ch. 8 / T = Ch.'s 5, 6, 9/
October 11	Pathophysiology (Chapter 8)	Q = Ch. 8 /
October 18	Medical, Legal, and Ethical Issues (Chapter 4- pgs. 85-111) ~ <i>Guest-Jason Spears</i> Patient Assessment (Chapter 13) <i>Prep Class All Day on 10/18/17</i>	Q = Ch. 4 / DB # 3 /
October 25	<i>Pharmacology Class All Day on 10/25/17</i>	Q = Ch. 13 /
November 1	Patient Assessment (Chapter 13)	Q = Ch. 13 / T= Ch.'s 4, 8, 13 /
November 8	Anatomy and Physiology (Chapter 7)	Q = CH. 7 /
November 15	Anatomy and Physiology (Chapter 7)	Q = Ch. 7 /
November 22	Critical Thinking and Clinical Decision Making (Chapter 14- pgs. 695-705)	Q = Ch. 14 / DB # 4 /
December 6	Comprehensive Final Exam (Chapters 1-6, 8-9, 13-14)	

Yellow = Everyone in class

Blue = Group 1 in class / Group 2 not

Green = Group 2 in class / Group 1 not

Mountwest is part of a grant funded by the Department of Labor, Employment & Training Administration's Trade Adjustment Act Community & Technical College and Career Training (TAACCCT). "This product was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership."

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