



# Emergency Medical Technician Summer 2021

---

## Course Syllabus

CIS Teaching Institution Number:	068219
Continuum Course Number:	0111089
ACERIP Program Director:	Lynn Webster, Paramedic, Level II Instructor lynnwebster419@gmail.com
ACERIP Administration Coordinator:	Danielle Schmidt, EMT danielleelizabeth1199@gmail.com
ACERIP Clinical Coordinator	Justin Totten, Paramedic jtotten.unc@gmail.com
ACERIP Medical Director/Faculty Advisor	Dr. Joseph Grover joseph.grover@gmail.com
ACERIP President	Josh Morningstar, EMT Jmorning@live.unc.edu
Lead Instructor:	Lynn Webster, Paramedic lynnwebster419@gmail.com
Assisting Instructors:	Bob Eaton, Nick Field, Sarah Flexman, Chase Parrott, Jay Royster, Danielle Schmidt, Justin Totten, Kim Woodward
Class Dates:	May 19 – July 31, 2021: Clinical extension ends Oct 24, 2021
Class Days & Times:	Tue, Wed, Thur from 1800 – 2200 (May be remote or in class) Saturday/Sunday 0900 – 1700 or 08:00 – 16:00, in class as scheduled
Class Location:	Phillips Hall, #265 and #247 for in class sessions (tentative)

---

**Class Objective:** To prepare students to provide quality service as an EMT provider and to successfully complete the North Carolina and National Registry Emergency Medical Technician exam. Course instruction adheres to the requirements of the National Emergency Medical Services Education Standards as set forth by the Department of Transportation (DOT) and the North Carolina Office of Emergency Medical Services and National Registry of EMTs.

**Prerequisites & Qualifications:** Students must possess a high school diploma or GED equivalent. Students who do not meet this minimum requirement will not be eligible for the ACERIP EMS program. Students must also complete the Certified Background Check (CBC) screening. Completion of CBC screening does not guarantee that students will be eligible to complete the required clinical component of the course. Issues are handled on a case-by-case basis.

**Required Materials:** Primary Textbook: Brady, *Prehospital Emergency Care*, 11<sup>th</sup> Edition, Joseph Mistovich, Pearson/Prentice Hall Publishers, ISBN-13: 978-0134704456 or ISBN-10: 0134704452; **AHA HeartCode BLS** : purchase at <https://shopcpr.heart.org>



# Emergency Medical Technician Summer 2021

---

**Attendance:** All students are required to attend 90% of the scheduled didactic hours including in-class, synchronous meetings and asynchronous online assignments. Attendance hours for the online portion of hybrid courses is based on satisfactory completion of all the required assignments by the posted due date AND attendance in remote synchronous classes. Any student arriving 15 minutes late or later to class will be considered tardy. Students arriving late or leaving early will be docked for the entire class meeting time unless the student has notified the instructor at least 24 hours in advance and the reason for the missed time has been approved. Students with prior approval will be docked for time missed on an hour-by-hour basis. Approvals are limited to student illness, medical appointments, UNC academic requirements, and graduate school or professional interviews. Students should notify instructors in advance if they will be missing a class for any reason. Instructors will not be expected to offer make-up sessions for students who miss critical skills classes, with or without prior approval. Routine breaks are provided during each class. Students returning to class 10 minutes or more after any designated break period ends, will be docked the entire class hours. Any class meeting that is cancelled by the Lead Instructor, for any reason, must be made up prior to the end of the semester. Failure to meet the attendance requirements will result in the student's unsatisfactory completion of the course.

**Exams and Quizzes:** Students that anticipate missing any exams or scheduled quizzes will be responsible for making arrangements with the Lead Instructor to reschedule provided that the student has requested a make-up exam at least one week in advance of the scheduled exam and obtained permission from the Lead Instructor. Exam makeup requests including the final exam, that are requested with less than one week notice, will ONLY be considered for acute illness of the student or serious acute illness or death of an immediate family member. If no notification is received, students will receive a zero for the exam or quiz. If a pop-quiz is given and the student is not in attendance they will be given an opportunity to make it up with a ten point penalty.

**Student Expectations:** Students are expected to conduct themselves in a mature, orderly and respectful fashion. Disruptive behavior will not be tolerated. Poor behavior may result in dismissal from the EMS program and may prevent future enrollment in the program. The Program Director will decide if a student is allowed to re-enroll in an EMS course if they were dismissed for a behavioral issue.

Students are expected to be punctual as a courtesy to fellow students and instructors. If a student has a conflict related to his/her employment or other class schedule that will cause tardiness, he/she must notify the Lead Instructor **in advance**. Tardiness will be considered toward a student's overall attendance requirement. Students who have conflicts that will cause persistent tardiness should not take the class.

Students are expected to acquire the books and materials necessary for this course and to read the required content. Students are expected to complete any homework assignments and all hybrid on-line assignments by the due date and time designated by the instructor. Late assignments for hybrid on-line material will not be counted and the student will receive a zero for the assignment. Other assignments may be accepted with a penalty for lateness on the discretion of the instructor.

Electronic devices, such as cell phones or pagers, must operate silently or be turned off during class. Students found to be using their cell phone in class will be dismissed and the entire class time docked from their attendance requirement. Use of laptop computers is only permitted for note taking and in-class assignments. Unauthorized or inappropriate use of electronic devices for any purpose other than class-related work will result in an oral disciplinary warning. A second violation will result in a written disciplinary warning and loss of hours for the entire class period. A third violation will result in permanent dismissal from the class. Cell phone usage, opening browser windows or monitoring using any electronic device is strictly prohibited during quizzes and exams. Cell phones need to be put away and turned off during tests. Screen shots, saving any exam or quiz files as pdf 's or any other reproduction is expressly prohibited. Students in violation of this policy will be immediately dismissed from the class and will not be eligible for future enrollment.

Students are expected to complete their own work. Dishonesty in any form including misrepresentation of authorship, plagiarism or other forms of academic dishonesty will result in a zero for the assignment and may result in dismissal from the class. This policy applies to on-line assignments as well as other assigned homework. Collaboration, unless specifically sanctioned by the instructor, is not permitted.



# Emergency Medical Technician Summer 2021

**Social Networking:** Any reproduction in word or pictures of materials or topics discussed in class or pertaining to practical skills, scenarios, lecture, exams or clinical experiences, including, but not limited to, pictures, drawings, documents, and/or verbal representations are strictly forbidden from posting on any social networking sites, private or public.

**Dress Code:** Students are encouraged to dress comfortably due to the nature of the class involving skill practice sessions. Attire should be appropriately professional and no midriff or cleavage (front or back) is allowed to be viewable. Closed-toed shoes are required for all weekend classes. Students who show up to a weekend or other designated class without closed-toe shoes will be dismissed and docked the attendance hours. Students who do not adhere to the stated dress code as defined above will not be allowed to participate in class until the deficiency is corrected AND at the discretion of the class instructor.

**Uniforms:** Students will be given the opportunity to borrow an ACERIP clinical uniform at no extra cost. Uniforms will be distributed prior to a scheduled shift and must be returned, washed and clean, at the next class following their clinical. The Uniform Coordinator will schedule sizing dates. Students who fail to show up for their clinical sizing scheduled time without at least 24 hours notice to the Uniform Coordinator will receive a zero homework grade. Please be courteous and pick a time when you can definitely be there as our Uniform Coordinator is an ACERIP member volunteer who takes his/her own time to provide you this benefit.

**Labs:** Sessions designated as “Lab” on the attached course schedule involve practical application of EMT skills. Labs are essential in this course and all students are expected to actively participate in lab sessions. Students who miss labs will not be given an opportunity to make up the missed skills. Appropriate footwear for all weekend class labs is required as extensive practical skills are included in these sessions, frequently performed in an outdoor setting.

**Requirements for Successful Completion:** A cumulative score of 80% or higher and successful completion of all practical skills evaluations including the final Technical Scope of Practice Evaluation are required to pass the EMT course. Students must also attend and pass the AHA CPR instruction offered in class or show proof of AHA BLS for Healthcare Provider certification that does not expire prior to the end of the scheduled course. Students who fail to attend the in-class skills component of the HeartCode course will be required to find a comparable classroom course at their own expense and show their certification card in order to pass the course. Attendance requirements must also be met. Students must complete a minimum of 48 hours of field clinicals, scheduled during the latter part of the course, AND meet the clinical competency requirements as described in the Student Clinical Handbook . Successful completion of the course enables the student to be eligible to test with the NC State Office of EMS and National Registry of EMTs.

**Testing:** Students will be tested by principles consistent with national standards. Exams will be given, at a minimum, at the end of each major study module. Quizzes may be given for evaluation of student progress between exams. Practical skills will be evaluated for designated modules requiring physical demonstration of techniques and procedures taught. A final Technical Scope of Practice exam will be conducted at the end of the course. This serves as evidence of psychomotor competency for both NCOEMS and NREMT testing eligibility.

**Grade Weights:** Grade weights for assignments, such as homework, quizzes, presentations, and modular exams are as follows: exam grades = 70%; additional assignments, such as online work and other class assigned homework = 30%. Module #1 stands alone, requiring an 80% average, as there is no previous course work to accumulate with. Students must maintain an 80% cumulative average after each module completion to remain in the course. The average of all the module grades will count for 70% of the final grade. Module Practical Skills exams and TSOPS (Technical Scope of Practice) are considered Pass/Fail. Practical exams associated with each module must be passed in order to continue in the course regardless of the overall grade average. The final exam is weighted as 30% of the total course grade. All exams, including the final exam must be passed with a minimum of 70%. Grades will be rounded to the nearest tenth of 1 percent.

**Module Grade = 70% module exam score + 30% assignments**

**Final Grade = 70% cumulative module grades + 30% final exam + pass on TSOP evaluations**

**Exam Remediation:** **Students must maintain an 80% cumulative module average on an ongoing basis to** continue in and pass the course. This includes module exams, quizzes, and homework. If a student scores less than 70% on a module exam or the module exam drops the cumulative average below 80%, the student must remediate that module. Students may only remediate one (1) time per module and can only remediate a total of two (2) modules per course. If the student’s grade still falls below an 80% after the remediation attempt, the student will immediately be academically dismissed from the course.

Remediation may include additional assignments and retaking the module exam. The remediation exam will be similar to but not identical to the original test. Remediation work and re-testing must be completed prior to the next content module exam. The lead instructor will schedule remediation exams. An adjusted remediation grade will replace the previous module exam score for computing the overall cumulative average to date.

The remediation grade will be computed as follows:

50% original module exam grade; 50% re-examination grade and remediation assignments

**Module exam replacement score = (50% x original exam) + (30% x remediation exam) + (20% x remediation assignments)**

If a student's cumulative average remains below 80% after the remediation exam replacement grade is entered, they will not be able to continue in the course. Students will also be dropped from the class if after remediating 2 modules, their cumulative average again drops below 80% following a module exam or they score less than a 70 on a 3<sup>rd</sup> module exam. Students who are unable to successfully remediate will be dismissed from the course. Students who are dismissed for academic reasons will be eligible to return to the EMS program the following semester.

The **final exam** cannot be remediated. A student who scores less than 70% on the final exam or if the final exam score drops the cumulative average below 80% will not be passed in the course.

**Practical Skills Remediation** Skills associated with Airway, Medical and Trauma modules may be remediated one time for a maximum of three (3) different skill remediations. Students will be dismissed from the course if they fail any skills exam after three skills remediations have already been done. Remediation may include a review of the skills missed prior to retesting.

**TSOPs Retesting** Each TSOPs scenario may be retested once. Students will be given the opportunity to retest a failed TSOP scenario(s) on the same day or be rescheduled for another day if they fail all scenarios or need more time to review. A failure on the 2<sup>nd</sup> attempt for any TSOPs scenario will result in failure of the course. No skills review sessions will be offered prior to retesting.

**Clinical Experience:** Students will be required to complete a minimum of 48 hours (four 12 hour shifts) of clinical time with a participating agency and to meet the minimum required clinical competencies as designated by the NC Office of EMS. Students must complete the Drug Screen and Certified Background Check and submit all required paperwork, vaccinations and TB testing results by the specified dates to be eligible for clinical participation. Failure to submit any pre-clinical documentation by the due date will result in ineligibility to complete the clinical component and dismissal from the course. Students must complete all site specific pre-requisites. All clinical documentation MUST be submitted to get credit for the clinical component of the course. Clinical documentation is reviewed on a Pass/Fail basis and must meet the minimum standard of completeness. Students who submit incomplete or missing clinical documents will receive a strike for that error. **A student who acquires 3 strikes for errors in clinical documentation will fail the clinical component of the course, making them ineligible to take the state or registry exam.** Additional information regarding clinicals is covered in the Student Clinical Handbook available on the website, acerip.org. Students are expected to **READ this handbook in full and comply with all instructions and policies. The Clinical Coordinator will NOT respond to emails with questions that are answered in the Clinical Handbook.** Clinicals cannot commence until 75% of the didactic portion of the class is complete and students will have approximately three (3) months following the scheduled end date of the course to complete their clinical requirements. ALL clinicals must be completed and documentation MUST BE SUBMITTED by the end date of the clinical extension period as noted on this syllabus. Failure to meet this deadline will result in course failure.

**Inclement Weather:** The EMS program will follow the UNC academic calendar. In-class sessions will not meet if the college is closed due to the weather or other emergencies. Check Carolina Alert for school closings. Classes will be rescheduled to make up the missed hours. Remote synchronous and asynchronous classes will meet regardless of weather.

**Students with Disabilities:** Students who meet the requirements for certain accommodations must provide proof of eligibility through the appropriate documentation from the UNC Office of Accessibility Resources & Service. Students must request accommodations and provide appropriate documentation of the request no later than one week following the beginning of the course. A student bringing up a disability after the first week will not be able to have this disability taken into account for written testing or practical exams for the current semester. There can be no accommodation for practical evaluations or course examinations that will compromise or fundamentally alter the evaluation of skills/competencies that are required to function safely and efficiently in the profession.



# Emergency Medical Technician Summer 2021

**UNC Student Honor Code:** All student policies not covered in this syllabus can be found in the UNC Student Honor Code, Instrument of Student Judicial Governance. It is the student's responsibility to review, understand, and adhere to all EMS Program policies AND the policies contained within the Honor Code. Cheating on quizzes or exams or discussion of practical tests will NOT be tolerated and will result in immediate dismissal from the course with no refund.

**Student Fee Refunds:** Students dropping the course prior to the third scheduled class (weekends included) will receive a 100% refund of tuition and fees minus a \$50 registration fee. After that, no refunds are issued for any reason. Students who are academically dismissed from class will not be eligible for a refund. They will be required to pay the full tuition and fees again if they choose to take the class at a later date.

**Grievance Procedure:** On occasion, students may have an issue that they wish to have addressed outside of the classroom environment. Students are strongly encouraged to speak with the Lead Instructor and Program Director for resolution of all concerns. For issues unable to be resolved at that level, students may submit their grievance in writing to the ACERIP Executive Board Review Panel for consideration.

**Certification:** Upon successful completion of the didactic, skills and clinical components of the course, students will be eligible to sit for the NC State EMS exam and the National Registry of EMT exam. NCEMS exams are computer based testing (CBT). Students will be able to select a date and time to take the exam at an approved testing center through Castle Worldwide. The state exam fee is currently set at \$68 payable at the time of registration for the exam. Registration is done through the NCEMS.org website link to Castle Worldwide.

Students may schedule an exam once they have been verified as "Passed" in the NCEMS Continuum website. This typically occurs approximately 1 week following completion of clinical requirements provided all clinical documentation is in order. Students must register for and TAKE the state exam within 90 days of the Course Graded Date in Continuum. Students who fail the exam are allowed 2 additional attempts that must be completed within 9 months of the course completion date. Each subsequent test will require another payment. Students who pass the state exam will be issued an e-credential accessible on the Continuum website after the state has completed a student criminal background check.

Students who wish to obtain NREMT certification may sign up for this exam within 2 years of their course pass date at nremt.org. Instructions for registration are available on the website. Upon registering, the student should forward the ACERIP Program Director an email requesting ACERIP program verification of passing the didactic and technical scope of practice. The current NREMT Application fee is \$80. Currently, NREMT requires a written exam only for the EMT level provided that the applicant has passed a state approved TSOP within one year of their test date. Students missing the 1 year TSOPS deadline may request ACERIP to re-TSOP them for a \$100 fee.

Students who may wish to practice in NC should take the NC state exam and are encouraged to take the NREMT exam as well. Students who plan to practice outside of the state of NC should take the NREMT exam. Check with the local EMS office of the state where you consider practicing to review the specific requirements for reciprocity of credentials.

**References:** ACERIP EMT instructors are frequently asked to provide references for students for a variety of reasons. Due to the large size of the EMT class, it is not possible to become thoroughly familiar with students beyond their didactic and practical performance in class. As instructors, it is uncomfortable to be asked to provide a reference for a student whom we cannot even identify by name, especially when references are requested some time after the completion of the course. Therefore, we have established the following guidelines for students requesting references.

- Students must have completed the course with an overall minimum grade average of 90%. Students must not have had to remediate any exams.
- Students must have passed all their practicals on the first attempt.
- Students must have submitted all homework assignments on time.
- Students must have demonstrated a positive attitude, strong teamwork and enthusiasm for the course.
- Students should demonstrate additional initiative in some manner so that they have a more meaningful relationship with instructors beyond just being a class member.
- References for medical or PA school will only be written for those who have been active members of ACERIP.

We are happy to provide references for students we have gotten to know and who exemplify excellence in the EMT class.

UNC ACERIP EMT Initial Summer 2021			5/11/21	
Date	Day	Topic (hrs)	Chapter	Hours
19-May	Wed	Class Registration; Intro to EMS (1); Safety & Wellness (1)	1, 2	4
19-May	Post Wed	Intro to EMS; Safety Wellness; Syllabus Quiz <b>Due Fri 5/21 10:00 PM</b>	1, 2	4
20-May	Thur	Legal/Ethics (2); Lifting & Moving (2) <b>10:00 PM</b>	3, 6	4
25-May	Tue	Anatomy; Pathophysiology (4) <b>Due 10:00 PM</b>	7, 8	6
26-May	Wed	Lifespan Development (2) <b>Due 10:00 PM</b>	9	2
27-May	Thur	<b>Test #1: Intro/Anatomy/Pathophysio/Lifespan (1);</b> Airway (3)	1-3, 6-9; 10	4
28-May	Post Fri	Airway; Vitals <b>Due Wed 6/2 6:00 PM</b>	10, 11	4
1-Jun	Tue	Supraglottic Airway Devices (2); Adv.Airway (2) <b>Due 10:00 PM</b>	Appendix 2; 11	4
2-Jun	Wed	Basic Airway Skills; O2 Tanks; Vitals/SAMPLE Lab	Lab	4
3-Jun	Thur	Scene Size-up (1); Pt Assessment (3) <b>Due 10:00 PM</b>	12,13	4
5-Jun	Sat	Pt Assessment Lab (2); Adv Air Demo (1) Integrated Pt Assess/Airway Lab (5)	Lab	8
8-Jun	Tue	<b>Test #2: Airway/Patient Assessment (2); Skills Practical (2)</b>	10-13, Appx 2	4
9-Jun	Wed	Shock (2); Trauma Overview:Kinetics (2)	15 (p.436-452), 27	4
10-Jun	Thur	Musculoskeletal (2); Bleeding/Soft Tissue (2) <b>Due 10:00 PM</b>	28, 30	4
11-Jun	Post Fri	Eye, Face & Neck (2); Abd/GU (2) <b>Due Fri 6/18 10:00 PM??</b>	33, 35	4
11-Jun	Fri	<b>Pre-Clinical Documentation Due by 10:00 PM</b>	Castlebranch	
12-Jun	Sat	Splinting/Immobilization Skills Lab; Bleeding/Soft Tissue Lab	Lab	8
15-Jun	Tue	Head (1); Spine (1) <b>Due 6:00 PM Synchronous class 6pm-8pm Scenarios Lab</b>	31, 32	4
16-Jun	Wed	Burns (2); Chest (2) <b>Due 10:00 PM</b>	29, 34	4
17-Jun	Thur	Trauma Skills and Scenarios	Lab	4
18-Jun	Fri	<b>Clinical Sign-ups Due by 10:00 PM</b>		
18-Jun	Post Fri	Heartcode CPR (4); Resuscitation/Lucas (2) <b>Due Fri 6/25 10:00 PM</b>	AHA, 15	6
22-Jun	Tue	<b>Test #3: Trauma (2); Skills Practical (2)</b>	*15 (shock); 27-35	4
23-Jun	Wed	Pharmacology (1); Cardiovascular (2); ECG (1) <b>Due Thur 6/24 6:00 PM</b>	14, 17, Appx 1(ECG)	4
24-Jun	Thur	Medications Lab (2); Glucometer/IM Injection Skills (2)	Lab	4
25-Jun	Post Fri	Respiratory <b>Due Tue 6/29 6:00 PM</b>	16	4
26-Jun	Sat	CPR Skills Check (4); 4/12 Lead; Cardiac Arrest Scenarios (4)	AHA BLS for HCP	8
29-Jun	Tue	Respiratory (2); Scenarios (2)	16; Lab	4
30-Jun	Wed	AMS/Stroke/Headache; (2); Seizures/Syncope (2) <b>Due 10:00 PM</b>	18, 19	4
1-Jul	Thur	Diabetes (2);Allergic (1) <b>Due 10:00PM;</b> Abd/GYN/GU/Renal (1) <b>Due Fri 7/2 10:00PM</b>	20, 21, 23	4
2-Jul	Post Fri	Communication/Document <b>Due Fri 7/9 10:00 PM</b>	4, 5	4
6-Jul	Tue	Toxicology (2); Psychiatric (2) <b>Due 10:00 PM</b>	22, 26	4
7-Jul	Wed	Medical Scenarios	Lab	4
8-Jul	Thur	Environmental (2) Drowning (2) <b>Due 10:00 PM</b>	24, 25	4
13-Jul	Tue	<b>Test #4: Medical (1); Skills Practical (3)</b>	4,5, 14-26, Appx 1	4
14-Jul	Post Wed	Traffic Incident Mgmt <b>Due Tue 7/27 10:00 PM</b>	NHI Course	4
14-Jul	Wed	OB/Neonates (4)	37	4
15-Jul	Thur	Trauma in Spec Pop (1); OB (1); Pediatrics (2) <b>Due 10:00 PM</b>	36, 38	4
7/17 & 7/18	Sat/Sun	<b>Emergency Vehical Driving Program at DTCC 9:00 - 5:00 both days: not confirmed</b>	DTCC	16
20-Jul	Tue	Geriatrics (2); Special Challenges (2) <b>Due 10:00 PM</b>	39, 40	4
21-Jul	Wed	<b>Test #5: Special Pt. Pop (1);</b> Trauma Skills/Medical Scenarios Review Lab (3)	36-40	4
22-Jul	Thur	Ambulance Operations (1); Gaining Access (1) <b>Due 10:00 PM</b>	41, 42	2
24-Jul	Sat	Trauma/Medical Simulation Lab (8) Location TBD		8
27-Jul	Tue	MCI; HAZMAT; WMD <b>Due 10:00 PM</b>	43,44,45	4
28-Jul	Wed	Medical and Trauma Didactic Review		4
29-Jul	Thur	<b>Comprehensive Written Final Exam</b>	1-46, Appx 1, 2	4
31-Jul	Sat	<b>Technical Scope of Practice (TSOPS)</b>		8
3-Aug	Tue	Technical Scope of Practice (TSOPS) Remediation Evening		
		<b>Clinical Fri July 16 - Sun October 24 (Minimum 48 hrs)</b>		48

COLOR KEY			
	Online Live	Didactic	196
	In-class	EVD	16
	Online Remote	Clinical	48
	Weekend Days In-Class	<b>Total</b>	<b>260</b>
	Other Online Assignments		