

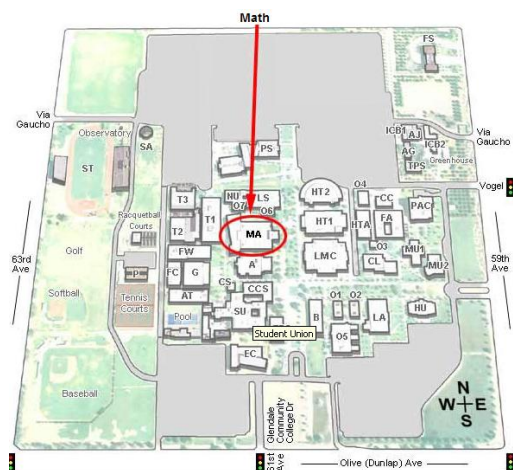
WestMec / GCC Student:

Congratulations on your acceptance into the WestMec / GCC Emergency Medical Technology training program. Your instructional team is looking forward to a great semester. We want to provide you with some information and resources to help you get off to a good start.

The following is a brief summary of the four courses you are scheduled to take with us:

1. EMT101: Healthcare Provider CPR
  - This is a two-day course. Upon successful completion of this course, you will achieve the highest level of CPR certification available. We strongly recommend you read the American Heart Association Healthcare Provider Manual ahead of time. We also recommend you keep this text and regard it as the first addition to your EMS library. Upon successful completion of EMT101 (grade of C or above), you will continue to EMT102AB.
2. EMT102AB: First Responder
  - This is a 15-day course. It is much more extensive than a first aid course, but less extensive than the EMT course. Upon successful completion of EMT102AB (grade of C or above), you will continue to EMT104.
3. EMT104: Basic Emergency Medical Technology
  - Don't let the term "basic" mislead you. This will likely be one of the most challenging and rewarding courses of your academic career. If successful in this course, you will not be the same person you were when you started. In only 35 days, you will develop the knowledge, skills, and critical thinking ability to be a 9-1-1 responder. The workload in this class will be significant, so plan accordingly. Upon successful completion of EMT104 (grade of C or above), you will continue to EMT104AA.
4. EMT104AA: Practical Skills Testing
  - This is a two-day course consisting of practical skills testing according to AZ Bureau of EMS and National Registry of EMTs requirements.

An orientation meeting for incoming WestMec / GCC students is scheduled for August 4<sup>th</sup> at 6 pm in MA124 (see map). Please try to attend if at all possible. Also, a class calendar is included listing all scheduled class days. This schedule may be different than your high school academic calendar, so please review it. The syllabus and course schedule for EMT101 and EMT102AB are also included for your review. Finally, please visit the GCC EMT104 Online Course Pack at [http://www.gc.maricopa.edu/emt-fsc/EMT104\\_Course\\_Pack.html](http://www.gc.maricopa.edu/emt-fsc/EMT104_Course_Pack.html). This site provides extensive resources designed to help you succeed in the EMT104 and EMT104AA courses. Required documents should be printed and brought with you each day to EMT class.



If you have any questions, please contact Fran or Chris using the email addresses listed below. We are looking forward to working with you.

Sincerely,

Fran Wojculewicz, RN, MSN  
[fran.wojculewicz@gmail.maricopa.edu](mailto:fran.wojculewicz@gmail.maricopa.edu)

Chris Coughlin, M.Ed.  
[chris.coughlin@gmail.maricopa.edu](mailto:chris.coughlin@gmail.maricopa.edu)

Doug DeSanti, M.Ed.

Brian Millick, EMT-P

Scott Dial, EMT-P



<b>July</b>	Mon	Tue	Wed	Thu	Fri	Sat	Sun
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		
	<b>2009</b>						

<b>August</b>	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	<b>WEST MEC EMT Schedule</b>					1	2
	3	4 Orien- tation 6 pm MAT124	5	6	7	8	9
	10 CPR	11	12 CPR	13	14 FR day 1	15	16
	17 FR day 2	18	19 FR day 3	20	21 FR day 4	22	23
	24 FR day 5	25	26 FR day 6	27	28 FR day 7	29	30
	31 FR day 8						
	<b>2009</b>						

# September

2009

Mon	Tue	Wed	Thu	Fri	Sat	Sun
	<b>1</b>	<b>2</b> FR Day 9	<b>3</b>	<b>4</b> FR Day 10	<b>5</b>	<b>6</b>
<b>7</b> No Class	<b>8</b>	<b>9</b> FR Day 11	<b>10</b>	<b>11</b> FR Day 12	<b>12</b>	<b>13</b>
<b>14</b> FR Day 13	<b>15</b>	<b>16</b> FR Day 14	<b>17</b>	<b>18</b> FR Day 15	<b>19</b>	<b>20</b>
<b>21</b> EMT day 1	<b>22</b>	<b>23</b> EMT Day 2	<b>24</b>	<b>25</b> EMT day 3	<b>26</b>	<b>27</b>
<b>28</b> EMT day 4	<b>29</b>	<b>30</b> EMT day 5				

# October

2009

Mon	Tue	Wed	Thu	Fri	Sat	Sun
			<b>1</b>	<b>2</b> EMT day 6	<b>3</b>	<b>4</b>
<b>5</b> EMT day 7	<b>6</b>	<b>7</b> EMT day 8	<b>8</b>	<b>9</b> EMT day 9	<b>10</b>	<b>11</b>
<b>12</b> EMT day 10	<b>13</b>	<b>14</b> EMT day 11	<b>15</b>	<b>16</b> EMT day 12	<b>17</b>	<b>18</b>
<b>19</b> EMT day 13	<b>20</b>	<b>21</b> EMT day 14	<b>22</b>	<b>23</b> EMT day 15	<b>24</b>	<b>25</b>
<b>26</b> EMT day 16	<b>27</b>	<b>28</b> EMT day 17	<b>29</b>	<b>30</b> EMT day 18	<b>31</b>	

# November

2009

Mon	Tue	Wed	Thu	Fri	Sat	Sun
						<b>1</b>
<b>2</b> EMT day 19	<b>3</b>	<b>4</b> EMT day 20	<b>5</b>	<b>6</b> EMT day 21	<b>7</b>	<b>8</b>
<b>9</b> EMT day 22	<b>10</b>	<b>11</b> No Class	<b>12</b>	<b>13</b> EMT day 23	<b>14</b>	<b>15</b>
<b>16</b> EMT day 24	<b>17</b>	<b>18</b> EMT day 25	<b>19</b>	<b>20</b> EMT day 26	<b>21</b>	<b>22</b>
<b>23</b> day 27	<b>24</b>	<b>25</b> EMT day 28	<b>26</b> No Class	<b>27</b> No Class	<b>28</b> No Class	<b>29</b> No Class
<b>30</b> Day 29						

# December

2009

Mon	Tue	Wed	Thu	Fri	Sat	Sun
	<b>1</b>	<b>2</b> EMT day 30	<b>3</b>	<b>4</b> EMT day 31	<b>5</b>	<b>6</b>
<b>7</b> EMT day 32	<b>8</b>	<b>9</b> EMT day 33	<b>10</b>	<b>11</b> EMT day 34	<b>12</b>	<b>13</b>
<b>14</b> EMT day 35	<b>15</b>	<b>16</b> EMT day 36	<b>17</b>	<b>18</b> 104AA Day 1	<b>19</b>	<b>20</b>
<b>21</b> 104AA Day 2	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>			

**GLENDALE COMMUNITY COLLEGE**  
**Emergency Medical Technology**  
**EMT101 Course Syllabus**

Revised 7/09

**Course Number:** EMT 101  
**Course Title:** Cardiopulmonary Resuscitation / Basic Life Support  
**Section Number:** All sections  
**Class Location:** TBA  
**Meeting Days / Time:** TBA  
**Instructor:** Staff  
**Office:** 623.845.3161

**Official Course Description**

This course is designed to train students in the skills of cardiopulmonary resuscitation to include mouth-to-mouth, mouth-to-mask, and cardiac compression, stabilization of adult, child and infant victims with airway obstruction, respiratory, and cardiac arrest. NOTE: this course meets the American Heart Association (AHA) standards for healthcare providers.

**AHA Statement**

This course is designed for the professional healthcare provider, (e.g., emergency medical technicians, paramedics, nurses and physicians). The Healthcare Provider course includes information on using equipment not readily available to the general public. The course may be modified slightly to focus on those modules that best address the needs of the students. The Healthcare Provider course includes Module 1: Adult One-Rescuer CPR and FBAO; Module 2: Pediatric One-Rescuer CPR and FBAO; Module 3: Adult Two-Rescuer CPR; Module 4: Barrier Devices; and Module 5: Automatic External Defibrillation (AED). Emphasis should be placed on those modules that best suit the needs of students, but all modules will be presented. Persons whose jobs require them to respond in an emergency whose employers wish them to be formally evaluated with a written evaluation and skills monitoring should be directed to the Healthcare Provider course.

**Required Texts / Materials**

1. AHA Healthcare Provider Text, latest edition
2. Ventilation barrier device, such as Pocket Mask or E-Z Seal

**Prerequisites**

NONE

**Course Competencies**

Students must meet the AHA standards for the Healthcare provider course. This includes successful demonstration of CPR and foreign body airway obstruction skills on the adult, child and infant. Students must also pass the AHA written exam for healthcare providers with a minimum score of 85%.

**Evaluation and Remediation**

Instructors will provide students with ongoing feedback during manikin practice. Mentoring and remediation of students will occur throughout the course when skills and

knowledge are lacking. Only after all core skills and knowledge are mastered will the students receive a course completion card.

The formal evaluation in a Healthcare Provider course will include a written evaluation and practical skills. Students who achieve less than 85% on the written exam will be offered remediation. After remediation, students will take an alternate version of the written exam.

Remediation may be accomplished by additional skills practice, additional reading assignments, retaking evaluations, or if necessary, retaking the entire course (additional fees may be required). If a student cannot be successfully remediated through problematic sections of the course, the student will not receive a course completion card until he or she satisfactorily completes the section or sections.

### **Course Schedule / Outline**

See Attached Schedule

### **Grading**

The final grade will be based on attendance, participation, successful completion of practical skills and the written evaluation. Students must successfully complete all skills evaluations and earn a minimum of 85% on the AHA Healthcare Provider written exam in order to receive a passing grade and be issued a course completion.

Grade of A: 90% or above on initial written exam and successful completion of all required practical skills.

Grade of B: 85-89% on initial written exam and successful completion of all required practical skills.

Grade of C: 85% or above on written retest exam and successful completion of all required practical skills.

Grade of F: below 85% on written retest exam OR failure of any required practical skills.

### **Attendance**

EMT 101 is a four to six hour class. Students must arrive on time and complete the entire class in order to receive a course completion card. Students arriving more than 10 minutes late may be dropped from the class.

### **Dress**

While in class, students should be prepared to participate in practical skills labs. This may include bending, kneeling, light lifting and close contact with fellow students and manikins.

### **Audio Taping of Lectures**

Consult your instructor regarding audio taping of class lecture.

### **Safety**

Students are required to exercise due regard for the safety of themselves and others throughout the EMT program. Any injuries must be reported to the instructor immediately. Utilization of equipment and practicing of skills should be done only with the approval and supervision of the instructor or EMT Dept. evaluators.

**Valuables**

Valuables should not be left unattended in the classroom. Secure valuables, such as purses and phones in your vehicle or keep them with you at all times.

**Disability Statement**

The instructor is willing to provide reasonable accommodations for students with disabilities. If you have a disability that may have some impact on your work in this class, and for which you may require accommodations, you need to notify the Disability Services and Resources office, located in SPS 31. Their phone number is 623.845.3080.

**Disclaimer Statement**

Course content may vary from this outline and the Daily Schedule in order to meet the needs of this particular group.

**Healthcare Provider CPR  
Course Agenda**

- I. Introduction
  - A. Attendance, course roster
  - B. AHA overview
  - C. Required text, equipment
  - D. HCP course requirements
  
- II. Skills Practice with Video (AHA Interactive with small group)
  - A. Barrier device
  - B. Bag valve mask ventilation
  - C. AED
  - D. Adult CPR / FBAO
  - E. Child CPR / FBAO
  - F. Infant CPR / FBAO
  
- III. AHA Written Exam and Skills Testing
  
- VI. Conclusion
  - A. Course Evaluation
  - B. Completion card



**West-Mec and Glendale College  
Emergency Medical Technology Program  
EMT102AB: First Responder  
Fall 2009**

Rev. 7/17/09

<b>Course Title:</b>	First Responder	
<b>Course Number:</b>	EMT 102AB	
<b>Section Number:</b>		
<b>Class Location:</b>	Main Campus: TPS105, AG104, AJ2 N. Campus: A116 (pm class only)	
<b>Meeting Times:</b>	MWF 11:30 am - 2:50 pm and 2 pm - 5:20 pm	
<b>Instructors:</b>	Fran Wojculewicz, RN, BSN, MSN Office: 623.845.3227 <a href="mailto:Fran.wojculewicz@gmail.maricopa.edu">Fran.wojculewicz@gmail.maricopa.edu</a>	Chris Coughlin, M.Ed., NREMT-P Office: 623.845.3205 <a href="mailto:chris.coughlin@gmail.maricopa.edu">chris.coughlin@gmail.maricopa.edu</a>
	Doug DeSanti, M.Ed. Office: 623.845.3832 <a href="mailto:Doug.desanti@gmail.maricopa.edu">Doug.desanti@gmail.maricopa.edu</a>	Brian Millick, EMT-P Office: 623.845.3161 <a href="mailto:brian.millick@gmail.maricopa.edu">brian.millick@gmail.maricopa.edu</a>
	Scott Dial, EMT-P Office: 623.845.3161 <a href="mailto:scott.dial@gmail.maricopa.edu">scott.dial@gmail.maricopa.edu</a>	

**Required Textbook & Materials**

First Responder A Skills Approach, 7<sup>th</sup> ed. Text and workbook. Brady Pub.  
 American Heart Association Healthcare Provider Manual, latest ed.  
 Pocket Mask  
 Stethoscope

**Course Description:**

Comprehensive course to train lay person to provide care for patients suffering sudden illness or injury. For members of law enforcement agencies, industry and the private sector. Prerequisites: None.

**Attendance Policy:**

Students are allowed three absences during the EMT102AB course. Please notify the Instructor prior to a scheduled absence. Students that miss more than nine hours of class, or three class sessions, will be dropped from the EMT102AB course.

**Disability Statement:**

If you have a disability that may have some impact on your work in this class and which you may require accommodations; you need to notify the DISABILITY AND RESOURCES OFFICE at 623.845.3086.

### Dress Code:

All students must be dressed to allow for the movement, lifting, bandaging, splinting, practicing CPR and taking vital signs without exposing the body. Consult the Student Handbook for additional information on dress code for students.

### Grading Policy:

Assignments may be added, deleted, or altered at the discretion of the instructor.

Misc. Assign.	30 points	5%
Quizzes:	120 points (20 pts each)	25%
Work book:	50 points	10%
Midterm:	150 points	30%
Final Exam:	150 points	30%

90 – 100%	=	A
80 – 89%	=	B
70 – 79%	=	C
60 – 69%	=	D
Below 60%	=	F

Note: WestMec students must earn at least a C (70%) in EMT102AB in order to continue on to EMT104.

### MCCCD Official Course Competencies:

1. Define the components of the Emergency Medical Systems.
2. Define and describe the role and responsibility of the First Responder.
3. Relate First Responder care to the standard of care, the Good Samaritan laws, and the Privacy Act.
4. Define, differentiate among, and explain types of consent.
5. List and safely use medical equipment, basic tools, and supplies used by the First Responder.
6. List the ways in which an infectious agent can be transmitted.
7. Identify and perform basic procedures for body substance isolation.
8. Identify and describe the structures of the human body.
9. Perform the steps taken in gathering information and documentation.
10. Perform a physical assessment.
11. Perform cardiopulmonary resuscitation.
12. Identify the major functions of blood and the vascular system.
13. Identify and control external bleeding.
14. Describe the signs and symptoms of shock.
15. Define open and closed wounds, fractures, dislocations, sprains, and strains.
16. Perform the steps in the care of open and closed wounds, fractures, and dislocations.
17. Correctly immobilize an extremity with soft and rigid splints.
18. Identify the steps in assessment for head and spinal injuries.
19. Identify the steps in caring for facial throat, and chest injuries.
20. Demonstrate proper care for patients suffering syncope, seizures, and unconsciousness.
21. Demonstrate proper care for patient in diabetic coma.
22. Demonstrate proper care for a patient suffering poisoning by injection or ingestion.
23. Demonstrate proper care for a patient suffering alleged drug and alcohol overdose.
24. Demonstrate proper care for patient suffering congestive heart failure, stroke, respiratory distress, and acute abdominal distress.

25. Demonstrate proper care for patient with impending childbirth.
26. Demonstrate proper care of the newborn.
27. Identify and treat injuries and illnesses in pediatric patients.
28. Identify and treat injuries and illnesses in geriatric patients.
29. Demonstrate proper care for burn injured patient.
30. Demonstrate proper care for heat and cold injured patient.
31. Demonstrate proper care for drowning victims.
32. Define limitations and actions at a suspected hazardous materials incident.
33. Demonstrate proper care for victims trapped in vehicles.
34. Demonstrate how to evaluate and provide safety for self, team members, and victims at an accident site.
35. Demonstrate how to safely access victims trapped in vehicles.

DATE	LECTURE	SKILLS: LAB / TESTING	Homework
<b>Day 1</b> 8/14/09	<b>Course Overview</b> - Welcome/Attend. - Syllabus Agreement. Ch. 1: Intro to EMS Ch. 2: Well Being Skills & Learning Review	None	Reading & Workbook: Ch. 1, 2,29
<b>Day 2</b> 8/17/09	Engine Assign Med-Legal-Ethics Human Body Skills & Learning Review	None	Reading & Workbook: Ch.3, 4
<b>Day 3</b> 8/19/09	Lifting & Moving	<b>LAB: AMBULANCE REQ'D</b> Lifting, Moving Stretcher Ops	Reading & Workbook: Ch. 5
<b>Day 4</b> 8/21/09	Engine Assign Airway and Breathing Circulation and AED Skills & Learning Review <b>Quiz 1: ch. 1-3</b>		Reading & Workbook: Ch. 6, 7 AHA HCP Manual
<b>Day 5</b> 8/24/09	Airway management	<b>LAB:</b> *Upper Airway Adj. *Supplemental Ox. *BVM Apneic Pt *AED	None
<b>Day 6</b> 8/26/09	Engine Assign Patient Assess/Vitals Skills & Learning Review <b>Quiz 2: Ch. 4-5</b>	None	Reading & Workbook: Ch. 10,11,12,13
<b>Day 7</b> 8/28/09	Engine Assign Scenario Based Learning <b>Quiz 3: Ch. 6-9</b>	<b>LAB: AMBULANCE REQ'D</b> Airway, Assess, Vitals, CPR	
<b>Day 8</b> 8/31/09	Engine Assign Scenario Based Learning <b>Quiz 4: Ch. 10-14</b>	<b>LAB:</b> Airway, Assess, Vitals, CPR	

DATE	LECTURE	SKILLS: LAB / TESTING	Homework
<b>No Class</b>	9/7/09 LABOR DAY	NO CLASS	LABOR DAY
<b>Day 9</b> 9/2/09	Learning Review Take Home Medical Emergencies <b>Midterm Exam: Ch. 1-13</b>	None	Reading & Workbook: Ch. 14-17,30 <b>Workbook Due</b>
<b>Day 10</b> 9/4/09	Learning Review Take Home Medical Emergencies <b>Quiz 5: Ch. 14-17 Take Home</b>	None	Reading & Workbook: Ch. 14-17,30
<b>Day 11</b> 9/9/09	Learning Review Take Home Bleeding /Soft Tissue Injury	None	Reading & Workbook: Ch. 18-25, 31
<b>Day 12</b> 9/11/09	Learning Review Take Home Bleeding /Soft Tissue Injury <b>Quiz 6: Ch. 18-25</b>	None	Reading & Workbook: Ch. 18-25,31
<b>Day 13</b> 9/14/09	Trauma Skills	Trauma Skills	None
<b>Day 14</b> 9/16/09	Child birth Infants and children Final Exam Review	None	Reading & Workbook: Ch. 26-27
<b>Day 15</b> 9/18/09	<b>Final Exam</b>	None	<ul style="list-style-type: none"> <li>• <b>Workbook Due</b></li> <li>• <b>Turn in all skills sheets</b></li> </ul>

**EMT102AB Syllabus Receipt**

**This is to acknowledge that I have received the course syllabus and handouts. I understand the requirements of this course and will be able to participate in the skills.**

**Name (print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_