



INSTRUCTIONAL PACKAGE

EMS 212

EMT Field Internship

201920

SPRING 2020

INSTRUCTIONAL PACKAGE

PART I: COURSE INFORMATION

Effective Term: 201920

COURSE PREFIX: EMS 212

COURSE TITLE: EMT Field Internship

CONTACT HOURS: 0-6-2

CREDIT HOURS: 2

RATIONALE FOR THE COURSE:

This course provides the student with patient care experiences with advanced medical life support emergency medical services.

COURSE DESCRIPTION:

This course includes experiences with advanced life support emergency medical services.

PREREQUISITE: EMS 104, 18 years old by the end of class, HS Diploma or GED equivalent

CO-REQUISITE: EMS 109

REQUIRED MATERIALS:

Please visit the Bookstore online site for most current textbook information. Use the direct link below to find textbooks. [BOOKSTORE](#).

- JB Learning Navigate Test Preparation Package
- Grey Polo shirt
- Navy/Black pants
- ANSI approved traffic vest
- ANSI approved safety goggles

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's student portal for course materials.
WaveNet and D2L email access.

PART II: STUDENT LEARNING OUTCOMES

Upon completion of the course, the student will have been provided with the knowledge and skills necessary to be able to:

- Integrate the signs, symptoms, history and physical examination findings of patients in crises and formulate the appropriate basic treatment for the patient.

- Write a report of a patient's crisis situation in the following format: chief complaint, history of present illness, past medical history; physical examination, treatment rendered, patient response to treatment, medications, allergies and any further pertinent information.
- Present an oral report of a patient's status using the above referenced format.

Part III: Grading and Assessment

METHOD OF INSTRUCTION

- A. Internship practice with an approved paramedic preceptor.
- B. Demonstration of skills in the internship setting.

EVALUATION

- A. The student is assigned to a paramedic preceptor at a local EMS agency. Procedures performed will be according to lab practice and check-off skill sheets.
- B. The student is responsible for writing a patient care form for each call they are dispatched on and these calls are reflected on the daily log. These reports will be graded for their thoroughness and neatness. The ability to turn in this documentation on time will also be graded.
- C. The student is responsible for inputting their patient assessments and skills into the computer tracking-database program called "FISDAP". The student's ability to perform this task on time will be graded.
- D. The student's ability to show up to assigned internship rotations on time and turn in the daily attendance sheet to the Clinical/Internship Coordinator will be graded.
- E. In accordance with South Carolina DHEC "all students are expected to interview and assess a minimum of ten (10) patients in the field or hospital setting. They should record their assessment in a written form as specified by the training institution or instructor." Additionally five (5) of these assessments/narratives must be electronically documented in the FISDAP program. Failure to complete the required minimal competencies will result in the student being prohibited from sitting for the National Registry Paramedic exam.
- F. The student must complete their Navigate 2 TestPrep assignment. Anything other than full completion will result in a "D" for their grade.

*NOTE: Any student not completing the minimum number of hours and/or the minimum competencies will earn the grade of an "I" in their last semester. Any student receiving an "I" or "D" in their last semester will not be eligible to sit for the National Registry Paramedic exam.

GRADING SCALE

Criteria for the final course grade are as follows:

Completion of JB Navigate Test Prep	50%
Patient contacts, internship hours and documentation completion	50%
Total	100%

- A. Reports will be graded and averaged for a reporting grade. Reports are reviewed for thoroughness and neatness, and must include the patient's chief complaint, present medical history (or history of the event), past medical history, physical assessment, treatment, response to treatment, medications, allergies, disposition of the patient and any further pertinent information. Students should print the content of the narrative. Non-legible reports will be given a grade of 0.
- a. "FISDAP" Reporting: All documentation of hours and internship competencies must be entered into the computer tracking-database program "FISDAP". For the student to get credit for these items, they must have been entered into the program. Any hours or competencies left out will be considered not complete. "FISDAP" documentation is essential to the continuous tracking of the progress of the students and is imperative that students maintain current with submission requirements. All shifts completed in the field **MUST** be entered into the computer program within **96** hours of completion of that shift.
 - b. PCR's (Patient Care Reports) are due within one week of the completion of the ride time.
- B. The student must display successful progression through all modules of the JB Learning Navigate Test Preparation Package.
- C. The student will be graded on the number of internship hours and patient contacts completed. The expected number of hours to be completed in internship this semester is **36**. The expected number of patient contacts is **10**. If a student completes less hours or patient contacts, then the number of hours completed and patient contacts will be adjusted as the below chart illustrates:

Hours		Patient Contacts	
Hours	Grade	Patient Contacts	Grade
36	100	10	100
Below 36	0	Below 10	0

FINAL GRADING SCALE

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

Successful completion of this course is defined as a grade of "C" (70%) or better.

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for full term classes. Add/Drop periods are shorter for accelerated format courses. The following week of the semester is Financial Aid Attendance Verification period. You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent (90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 - Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student and a student may not be permitted to reenroll. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

Students are responsible for all course work and class assignments; therefore, they are expected to regularly and promptly attend each meeting of classes for which they are enrolled. Students should limit absences to those that are unavoidable and, with the professor's consent, should make up all work missed. Unannounced quizzes will *not* be made up and late homework will *not* be accepted. Two consecutive absences will result in a student/advisor conference. Tardiness should be avoided. Three tardies count as one absence.

In accordance with SC DHEC – Division of EMS a student may miss 10% of the total classroom hours for any reason. Under extenuating circumstances, the program coordinator may allow the student to miss **up to a total** of 20% of the total classroom hours. The student is responsible for documenting in writing to the program coordinator's satisfaction, the extenuating circumstances. The program coordinator is under NO obligation to accept the student's documentation or extend the student the additional 10% in allotted absences. The student should also understand that arriving to class late or leaving class early counts towards the allotted hours of time missed. Once the student exceeds the hours of absences, the student will be terminated from the course and will not be eligible to attempt the National Registry examination. Students withdrawn from a course due to excessive absences will receive a grade of Withdraw ("W") up to the 2/3 point of the semester. Thereafter, a Withdraw ("W") or Withdrew Failing ("WF") will be assigned dependent upon his/her academic status at the time of last date attended.

Attendance records begin on the first day of class for both new and returning students, regardless when he/she registers during the five-day registration and add/drop period at the beginning of each term.

Part V: Student Resources



The Student Success and Tutoring Center (SSTC)

The SSTC offers to all students the following **free** resources:

- 1. Academic coaches** for most subject areas, **Writing Center Support**, and **college success skills**.
- 2. On-line student success and academic support resources.**

Visit the SSTC website: [Student Success & Tutoring Center](#) and visit the student services tab in your WaveNet account to schedule appointments using TutorTrac. For more information, call: SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455 or go to the [Online Resource Center](#) to access on-demand resources any time.

TECH Central – Student Information Center



TECH Central provides quality enrollment and collegiate guidance for students, faculty, and staff. Services include phone, walk-in, and online technical support for technology training and troubleshooting. Additionally, we offer support in Office 365, Outlook E-mail setup, and ID cards.

Phone: 843-349-5340

Email: techcentral@hgtc.edu

Text: 843-357-8552

TECH Talk (Live Chat): Located on the “Home” tab in WaveNet.

Website: www.hgtc.edu/techcentral

Locations:

Conway Building 1100, Room 132D

Grand Strand Building 200, Room 136

Disability Services:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to Beth Havens, Director of Student Development on the Conway Campus Jaime Davis, Counselor/Advisor on the Georgetown Campus or Kristin Griffin, Counselor on the Grand Strand Campus. These individuals will review documentation of the student’s disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student’s responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

Statement of Equal Opportunity/Non-Discrimination Statement

Horry-Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation in educational programs and/or activities.

Inquiries regarding the non-discrimination policies: Students and prospective student inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs, Dr. Melissa Batten, VP Student Affairs, Title IX Coordinator, Building 1100, Room 107A, Conway Campus, PO Box 261966, Conway, SC 29528-6066, 843-349-5228, Melissa.Batten@hgtc.edu. Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources, Jacquelyne Snyder, VP Human Resources, Section 504, Title II, and Title IX Coordinator, Building 200, Room 212A, Conway Campus, PO Box 261966, Conway, SC 29528-6066, 843-349-5212, Jacquelyne.Snyder@hgtc.edu.

Title IX Requirements

All students (as well as other persons) at Horry-Georgetown Technical College are protected by Title IX—regardless of their sex, sexual orientation, gender identity, part- or full-time status, disability, race, or national origin—in all aspects of educational programs and activities. Any student, or other member of the college community, who believes that he/she is or has been a victim of sexual harassment or sexual violence may file a report with the college’s Chief Student Services Officer, campus law enforcement, or with the college’s Title IX Coordinator, or designee.

*Faculty and Staff are required to report incidents to the Title IX Coordinators when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

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<p>Dr. Melissa Batten, VP Student Affairs <i>Title IX Coordinator</i></p> <p>Building 1100, Room 107A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5228 Melissa.Batten@hgtc.edu</p>	<p>Jacquelyne Snyder, VP Human Resources <i>Section 504, Title II, and Title IX Coordinator</i></p> <p>Building 200, Room 212A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5212 Jacquelyne.Snyder@hgtc.edu</p>