



INSTRUCTIONAL PACKAGE

EMS 212
EMT Field Internship

AY 2020/2021
Spring 2021

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: Spring 2021 - 202020

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. The student shall apply skills and knowledge learned in previous courses to actual pre-hospital situations. The student, using the case review method, shall develop skills for written and oral medical reports.

COURSE DESCRIPTION:

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

PREREQUISITES/CO-REQUISITES:

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

CO-REQUISTE: EMS 109

REQUIRED MATERIALS:

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

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

ADDITIONAL REQUIREMENTS:

- NREMT Test Simulator, MedicTests.com
- 2 Grey Polo shirt
- 2 pair Navy/Black pants
- ANSI approved traffic vest
- ANSI approved safety goggles (provided)
- Various PPE (N-95, Gowns, provided)

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's student portal for course materials,

April 2020

WaveNet and D2L email access.

CLASSROOM ETIQUETTE:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring for an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

Part II: Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

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.

****Students – please refer to the Instructor's Course Information sheet for specific information on assessments and due dates.***

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*:

Students' performance will be assessed, and the weight associated with the various measures/artifacts are listed below.

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 prohibiting the student to sit for the National Registry EMT exam.

*NOTE: Any student not completing the minimum number of hours as well as the minimum competencies will be assigned an "I" in the last semester due to these circumstances. Any student receiving an "I" or "F" in the last semester will not be eligible to sit for the National Registry Paramedic exam.

GRADING SCALE

- 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 (documentation): 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 are due within a week of the completion of the ride time.
- B. The student must display successful progression through all modules of the Medictests Test Prep Package.
- C. The student will be graded by satisfying the required number of internship hours and patient contacts completed, successful completion of ALL Test Prep Assignments, and successful completion of a passing score within two attempts of the summative exit exam (FISDAP) which currently is a 72%. The required number of hours to be completed in internship this semester is will be determined, but will be **no more than 36**. The required 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:

Patient Contacts and Assigned Ride Time hours	Grade
10 pts & assigned hours	100
Below 10 pts and/or assigned hours	0

****Students, for the specific number and type of evaluations, please refer to the Instructor’s Course Information Sheet.***

GRADING SYSTEM:

Criteria for the final course grade are as follows:

Completion of MedicTests.com Test Prep	33%
Patient contacts, internship hours and documentation completion	33%
Completion of a summative comprehensive FSDAP exit exam with score of at least 72% within two attempts.	34%
Total	100%

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.

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. Please refer to the [academic calendar](#) for deadlines for

add/drop. 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.

According to 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 tutors** for most subject areas, **Writing Center support**, and **college success skills**.
2. Online **tutoring** and academic support resources.
3. Professional and interpersonal communication **coaching** in the EPIC Labs.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring appointments using TutorTrac, visit the Student Services tab in WaveNet. Email sstc@hgtc.edu or 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.



STUDENT INFORMATION CENTER: TECH Central

TECH Central offers to all students the following **free** resources:

1. **Getting around HGTC:** General information and guidance for enrollment!
2. Use the [Online Resource Center \(ORC\)](#) including scheduled technology training, Office 365 support, password resets, and username information.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.
5. **Chat with our staff on TECH Talk**, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552.

Visit the [Tech Central](#) website for more information. Live Chat and Center locations are posted on the website. Or please call (843) 349 – TECH (8324).

STUDENT TESTING:

The **Instructor Information Sheet** will have more details on test requirements for your course.

DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to HGTC's [Accessibility and Disability Service webpage](#). The Accessibility and Disability staff 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.

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).

INQUIRIES REGARDING THE NON-DISCRIMINATION/TITLE IX POLICIES:

Student 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

EEO and Title IX Coordinator

Building 200, Room 212A, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5212

Jacquelyne.Snyder@hgtc.edu

Accident Occurring on or off Campus

Accidents involving Faculty, Staff and Student Workers (work-study, clinical student or students on a required internship):

An accident/illness involving faculty, staff or student worker must be reported immediately to the Human Resources Department (843.349.7134) before seeking medical treatment, if possible, so an accident/incident report can be completed and Worker's Compensation can be notified. In the event someone in Human Resources cannot be notified, the injured party may contact the College's Worker's Compensation insurance carrier, CompEndium Services, to complete an accident/incident report and to receive clearance for treatment at 877.709.2667. If the incident is an emergency, please notify Human Resources as soon as the proper medical attention has been rendered for verification of workers' compensation coverage.

In any event, if an accident occurs, proper documentation needs to be completed. An accident report needs to be filled out stating the name of the injured party, the location of the accident, his/her identification number (social or H number), his/her address & phone number, the date & time of the accident, whether there were witnesses, and a brief description of what occurred. Attached is a copy of the Accident/Incident Report form. A copy of the report needs to be distributed to the following departments: Human Resources, the respective Supervisor, and the Dean/Provost of the specific campus.