



# **INSTRUCTIONAL PACKAGE**

EMS 212  
EMT Field Internship

Effective Term  
Fall 2023/Spring 2024/Summer 2024

# INSTRUCTIONAL PACKAGE

## Part I: Course Information

Effective Term: Fall 2023/Spring 2024/Summer 2024

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.
- This course provides the student with tools and resources to prepare for successful completion of the NREMT-B certification exam.

### **COURSE DESCRIPTION:**

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.

### **PREREQUISITES/CO-REQUISITES:**

**PREREQUISTE:** EMS 104

**CO-REQUISTE:** EMS 109

### **REQUIRED MATERIALS:**

- MEDIC TESTS Test Preparation Package
- Emergency Medical Technology Program Uniform – please see programs uniform policy.

### **TECHNICAL REQUIREMENTS:**

Access to Desire2Learn (D2L), HGTC's learning management system (LMS) used for course materials.

Access to myHGTC portal for student self-services.

College email access – this is the college's primary official form of communication.

Access to FISDAP

Access to MEDICTESTS

## **STUDENT IDENTIFICATION VERIFICATION:**

Students enrolled in online courses will be required to participate in a minimum of one (1) proctored assignment and/or one (1) virtual event to support student identification verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

## **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 situations 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.
- Successfully complete the Fisdap EMT Readiness Examination

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

## **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 – Field Internship**

- 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, all 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 EMT-B exam.
- F. 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 FISDAP within **24** hours of completion of that shift. For each day beyond the initial 24 hours that a FISDAP entry is late, there will be a 10-point deduction in the scoring of that entry.
- G. The student will be graded on the number of patient contacts completed. The expected number of patient contacts is **10**. If a student completes less patient contacts, then the student will not be within the guidelines set forth by South Carolina DHEC and will not have met the minimum competencies of the course and will not be allowed to take the NREMT-B exam.

**EVALUATION – FISDAP EMT Readiness Examination**

- A. The student will successfully pass the FISDAP EMT Readiness Exam utilizing the FISDAP recommended cut score of 72%. Failure to obtain a score of greater than or equal to 72% will result in a grade of 0% in the final course grade criteria for FISDAP EMT Readiness Exam. Scores of 72% or higher will result in a grade of 100% in the final course grade criteria for FISDAP EMT Readiness Exam.

**EVALUATION – MEDICTESTS App**

- A. The student will be required to answer a minimum of 150 questions each week.
- a. The student will achieve a score of 0% each week the 150-question minimum is not met and a score of 100% each week that the 150-question minimum is met.
- B. The student will achieve “Blue Wheel” status in all of the modules of MEDICTESTS
- a. The student will achieve a score of 100% for each module where “Green Wheel” status is met, a score of 85% for each module where “Blue Wheel” status is met and a score of 0% for any module where the minimum “Blue Wheel” status is not met.
- C. The student will complete two (2) NREMT-B Exam Simulators through MEDICTESTS with a passing score.
- a. The student is allowed to take as many NREMT-B Exam Simulations as they desire with their highest two passing scores being used as their grade for that category.
  - b. Failure to obtain a passing score will result in a score of 0% for their grade in that category.

\*NOTE: Any student not completing the minimum number of patient contacts 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 EMT-B exam.

## EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS\*:

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

### EVALUATION\*

FISDAP EMT Readiness Exam	33%
MedicTests test prep completion	33%
Field Internship	34%
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	100%

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

### GRADING SYSTEM:

State the College's or departmental grading system as delineated in the Catalog. Please note the College adheres to a 10 point grading scale A = 100 – 90, B = 89- 80, C = 79 – 70, D = 69 – 60, F = 59 and below. You must have your Dean's approval if changes in the scale are made.

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.

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

## 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.**

**For online and hybrid courses**, check your Instructor's Course Information Sheet for any required

on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, and if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.

## 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, contact the SSTC at [sstc@hgtc.edu](mailto:sstc@hgtc.edu) or self-schedule in the Penji iOS/Android app or at [www.penjiapp.com](http://www.penjiapp.com). Email [sstc@hgtc.edu](mailto: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, financial aid, registration, and payment plan support!
2. Use the [Online Resource Center \(ORC\)](#) including Office 365 support, password resets, and username information.
3. **In-person workshops, online tutorials and more services** are available in Desire2Learn, Student Portal, Degree Works, and Office 365.
4. **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), Option #1.



## HGTC LIBRARY:

Each campus location has a library where HGTC students, faculty, and staff may check out materials with their HGTC ID. All three HGTC campus libraries are equipped with computers to support academic research and related school work; printing is available as well. Visit the [Library](#) website for more information or call (843) 349-5268.

## STUDENT TESTING:

Testing in an **online/hybrid** course and in **make-up exam** situations may be accomplished in a variety of ways:

- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms (which may have a fee associated with the usage)

Furthermore, tests may have time limits and/or require a proctor.

Proctoring can be accomplished either face-to-face at an approved site or online through our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of the HGTC's Testing Center webpage.

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, Title VII, 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, Section 504, and Title II Coordinator*

Building 1100, Room 107A, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5228

[Melissa.Batten@hgtc.edu](mailto: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**

*Affirmative Action/Equal Opportunity Officer and Title IX Coordinator*

Building 200, Room 205B, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5212

[Jacquelyne.Snyder@hgtc.edu](mailto:Jacquelyne.Snyder@hgtc.edu)