



INSTRUCTIONAL PACKAGE

EMS 212
EMT Field Internship

Effective Term
Fall 2024/Spring 2025/Summer 2025

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: Fall 2024/Spring 2025/Summer 2025

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:

PREREQUISITE: EMS 104

CO-REQUISITE: EMS 109 ***REQUIRED**

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 Platinum Planner EMS Testing

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 Platinum Planner EMS Testing EMT Readiness Examination

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

GENERAL EDUCATION OUTCOMES:

This course fulfills the following General Education Outcomes through the comprehensive readiness Fisdap examinations, meeting or exceeding the Student Minimum Competencies as recorded in the Platinum Planner portfolio, meeting or exceeding the hours requirements as recorded in the Platinum Planner portfolio.

Upon completion of this course, students will be able to:

- Communicate effectively.
- Think critically.
- Self and professional development.

EFFECTIVE PROFESSIONAL AND INTERPERSONAL COMMUNICATION (EPIC):

This course fulfills HGTC's Quality Enhancement Plan for Effective Professional and Interpersonal Communication. Upon completion of this course, students will be able to:

- ☒ Utilize appropriate communication formats when conveying professional and interpersonal thoughts and ideas.
- ☒ Apply appropriate language when speaking and writing for their chosen field of study or Industry.
- ☒ Demonstrate appropriate communication techniques when engaging audiences.

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 "Platinum Planner". 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, these assessments/narratives must be electronically documented in the Platinum Planner 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. "Platinum Planner" Reporting: All documentation of hours and internship competencies must be entered into the computer tracking-database program "Platinum Planner". 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. "Platinum Planner" 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 Platinum Planner within **24** hours of completion of that shift. For each day beyond the initial 24 hours that a Platinum Planner 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 EMS Testing EMT Readiness Exam utilizing the EMS Testing recommended cut score of 72%. Failure to obtain a score of greater than or equal to 72% will result remediation for students failing the first two attempts. Students failing three attempts must complete an online or face-to-face EMT refresher course and meet with the program director and college leadership. Failure of a fourth attempt will result in a failing grade in the course requiring students to repeat the program.

EVALUATION – MEDICTESTS App

- A. The student will be required to answer a minimum of 900 questions utilizing the MEDICTEST app.

- 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*

EMS Testing Readiness Exam	33%
Medic- Test Prep Completion	33%
<u>Field Internship</u>	<u>34%</u>
	100%

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

GRADING SYSTEM:

In accordance with South Carolina’s Department of Health and Environmental Control, Horry Georgetown Technical College’s EMS program will adhere to the following grading schedule
A = 100 – 90, B = 89- 80, C = 79 – 75, D = 75 – 60, F = 59 and below.

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.**

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 ssc@hgtc.edu or self-schedule in the Penji iOS/Android app or at www.penjiapp.com. Email ssc@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.



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 Services staff will review documentation of the student's disability and, in a confidential setting with the student, engage in an interactive process to 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. Students will need to reach out to the Accessibility and Disability Services staff each semester to renew their accommodations.

COUNSELING SERVICES:

HGTC Counseling Services strives to optimize student success through managing personal and academic concerns that may interfere with achieving educational goals. Staff are available to every student for assistance and guidance on personal matters, academic concerns and other areas of concern. HGTC offers free in-person and telehealth counseling services to students. For more information about counseling services, please reach out to counseling@hgtc.edu or visit the website the [Counseling Services webpage](#).

STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:

Horry-Georgetown Technical College shall not discriminate in employment or personnel decisions or in student admissions or in student decisions, or in all other segments of the College community 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 the educational programs and activities which it operates, and the college is prohibited from discrimination in such manner by applicable laws. Practices and requirements for nondiscrimination extend to the enrollment of students in programs and activities of the College and employment by the College.

All inquiries regarding the federal laws as they relate to discrimination on the basis of sex may be directed to Tamatha Sells, Title IX Coordinator, Horry-Georgetown Technical College, Building 1100C, Room 107B, 2050 Hwy 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5218, tamatha.sells@hgtc.edu or to the US Department of

Education Office of Civil Rights. (Telephone: 800-421-3481/Email: OCR@ed.gov).

Other employee and applicant inquiries concerning the federal laws and their application to the College may be directed to Jacquelyne Snyder, Vice President, Human Resources and Employee Relations & the College's Affirmative Action/Equal Opportunity Officer, Horry-Georgetown Technical College, Building 200C, Room 205B, 2050 Hwy 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5212, jacquelyne.snyder@hgtc.edu.

Other student and prospective student inquiries concerning the federal laws and their application to the College or any student decision may be directed to Dr. Melissa Batten, Vice President, Student Affairs, Section 504 & Title II Coordinator Horry-Georgetown Technical College, Building 1100C, Room 107A, 2050 Hwy 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5228, melissa.batten@hgtc.edu.

TITLE IX REQUIREMENTS:

Title IX of the Education Amendments of 1972 protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination.

HGTC prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking and will provide students, faculty, and staff with necessary information regarding prevention, policies, procedures, and resources.

Any student, or other member of the college community, who believes that they have been a victim of sexual harassment, domestic violence, dating violence, sexual assault, or stalking may file a report with the college's Title IX Coordinator or campus law enforcement*.

*Faculty and Staff are required to report these incidents to the Title IX Coordinator 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).

For more information, contact Tamatha Sells, Title IX Coordinator, Conway Campus, Building 1100C, Room 107B, 843-349-5218, tamatha.sells@hgtc.edu.

PREGNANCY ACCOMMODATIONS

Under Title IX, colleges must not exclude a pregnant student from participating in any part of an educational program. Horry-Georgetown Technical College is committed to ensuring that pregnant students receive reasonable accommodations to ensure access to our educational programs.

Students should advise the Title IX Coordinator of a potential need for accommodations as soon as they know they are pregnant. It is extremely important that communication between student, instructors, and the Title IX Coordinator begin as soon as possible. Each situation is unique and will be addressed individually.

Title IX accommodations DO NOT apply to Financial Aid. Financial Aid regulations do not give the College any discretion in terms of Financial Aid eligibility.

Certain educational programs may have strict certification requirements or requirements mandated by outside regulatory agencies. Therefore, in some programs, the application of Title IX accommodations may be limited.

To request pregnancy accommodations, please complete the [**Pregnancy Intake Form**](#).