



# **INSTRUCTIONAL PACKAGE**

EMS 223

Paramedic Clinical I

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 223

COURSE TITLE: Paramedic Clinical III

CONTACT HOURS: 0-6-2

CREDIT HOURS: 2

### **RATIONALE FOR THE COURSE:**

To provide the student with the opportunity to become proficient in the skills presented in the classroom and lab settings. To recognize paramedics as highly skilled and compassionate healthcare professionals who positively transform the experience of care within diverse populations.

### **COURSE DESCRIPTION:**

This course includes hospital clinical experiences in many areas, such as the emergency center, surgery, labor and delivery, and pediatric centers.

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

Prerequisites: EMS 109, EMS 212, Current EMT-B Certification (SC and NREMT)

Co-requisites: Bio 112, EMS 115, EMS 119, EMS 150

\***Online/Hybrid** courses require students to complete the [Distance Learning Orientation Video](#) prior to enrolling in an online course.

### **REQUIRED MATERIALS:**

Please visit the [BOOKSTORE](#) online site for most current textbook information.

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

### **ADDITIONAL REQUIREMENTS:**

Hospital Scrubs & Stethoscope

School & Hospital ID Badge

Determines nature and extent of illness or injury, takes pulse, blood pressure, visually observes changes in skin color, auscultate breath sounds, makes determination regarding patient status, establishes priority for emergency care, renders appropriate emergency care (based upon competency and certification level); may administer intravenous drugs of fluid replacement as directed by a physician and based upon competency and certification level. May use equipment (based upon competency and certification level) such as but not limited to, defibrillator, electrocardiograph, performs endotracheal intubation to open airways and to ventilate patient, inflates pneumatic counter-pressure devices to improve patient's blood circulation.

Complies with regulations in handling deceased, notifies authorities, and arranges for protection of property and evidence at scene. Determines appropriate facility to which patient will be transported, report nature and extent of injuries or illness to the facility, ask for direction from hospital physician or emergency department (based upon competency and certification level). Observes patient enroute and administers care as directed by physician or emergency department or according to published protocol based on competency and certification level. Identifies diagnostic signs that require communication with facility. Assist in removing patient from ambulance and into emergency facility. Reports verbally and in writing observations about and care of patients at the scene and enroute to facility, provides assistance to emergency staff as required.

Replaces supplies, prepares and / or sends used supplies for sterilization and / or disposal in accordance with state and OSHA regulations and published standard operating procedures. Checks all equipment for future readiness, maintains ambulance in operable condition, ensures ambulance cleanliness and orderliness of equipment and supplies, decontaminates vehicle interior determines vehicle readiness by checking oil, gas, water in battery and radiator, and tire pressure, maintains familiarity with all specialized equipment.

### **ALL EMT's MUST BE ABLE TO PERFORM THESE ESSENTIAL JOB FUNCTIONS:**

- Ability to communicate verbally, via telephone and radio equipment;
- Ability to lift, carry, and balance up to 125 pounds (250 pounds with assistance);
- Ability to read and interpret written, oral, and diagnostic form instructions;
- Ability to use good sound judgment and remain calm in high-stress situations;
- Ability to work effectively in an environment with loud noises and flashing lights;
- Ability to function efficiently throughout an entire work shift;
- Ability to calculate weight and volume ratios and read small print, both under life threatening time constraints;
- Ability to read and understand English language manuals and road maps;
- Accurately discern street signs and address numbers;
- Ability to interview patient, family members, and bystanders; Ability to document, in writing, all relevant information in prescribed format in light of legal ramifications of such;
- Ability to converse in English with co-workers and hospital staff as to status of patient;
- Good manual dexterity, with ability to perform all tasks related to highest quality patient care;
- Ability to bend, stoop, and crawl on uneven terrain;
- Ability to withstand varied environmental conditions such as extreme heat, cold, and moisture;
- Ability to work in low light, confined spaces and other dangerous environments.

### **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.

### **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.

### **SAFEGUARDS:**

All activities required in the paramedic program must be educational and students must **not** be substituted for staff.

For educational activities, individuals must be clearly identified as students, in a specific clinical / field experience / internship, under the auspices of the program medical director, and under the supervision of the designated preceptor prior to performing patient care. **Students must not be substituted for staff.**

Students in the clinical and field internship phases of the program are always in a student role and are never substituted for agency staffing. The student may be paid as an employee while in the intern role but must at all times be considered a 'third rider'.

\*Students must not have a family member as a preceptor. Family members include the following: parents, siblings, children, aunts, uncles, cousins including step-relatives.

## **Part II: Student Learning Outcomes**

### **COURSE LEARNING OUTCOMES and ASSESSMENTS\*:**

Upon completion of this rotation the student should be able to:

1. Describe what is involved in the management and treatment plan of injured or ill patients with; compensated and decompensated shock, respiratory distress, respiratory failure, respiratory arrest, cardiac arrest, and other medical emergencies.
2. Describe what is involved in the management and treatment of trauma patients.
3. Recognize the difference between sick and not sick patients.
4. Recognize areas in patient care that need improvement.
5. Discuss a patient's complete medical history and treatment with the attending staff.
6. Demonstrate proper communication skills with medical staff and patients.
7. Discuss indications, dosages, route of administration and special considerations for medication administration in the emergency setting.
8. Demonstrate the ability to safely administer medications by Oral, IM, SubQ, and IV techniques.
9. Demonstrate appropriate intervention techniques with family and friends.
10. Attend to the need for reassurance, empathy, and compassion for the family and friends.
11. Demonstrate and advocate appropriate interaction with injured and ill patients that conveys respect for their position in life.
12. Describe techniques for successful interaction with families and friends of injured and ill patients.
13. Demonstrate and develop patient assessment skills.
14. Demonstrate critical thinking skills in the emergency setting.
15. Demonstrate proper technique for intravenous access for injured and ill patients.
  16. Develop teamwork skills by assisting the nursing staff in the care of emergency patients.
  17. Demonstrate psychomotor skill related to treatment and care of emergency patients.
  18. Demonstrate proper techniques for airway management in injured and ill patients to include oxygen delivery, suction, bag-valve-mask ventilation, LMA insertion, and endotracheal intubation.
  19. Demonstrate appropriate treatment/management of intubation complications for patients with respiratory distress, failure, and arrest.

20. Discuss the treatment of injured and ill patients from admission to discharge.

***\*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\*

Clinical Hours (minimum of 80 hours)	Mandatory
Clinical Performance and Professional Behavior Analysis	50%
Documentation Timeliness and Accuracy*	50%
	100%

\*You must upload daily documentation for clinical rotation shifts within 72 hours after completion of the shift. Please use the time at the hospital provided at the end of the shift to complete your documentation and upload the sheet showing a preceptor signature.

The following rubric will be used to calculate the 50% criteria for documentation timeliness and accuracy.

Timeliness Grading Criteria				
50 to > 45 pts	44.9 to > 40 pts	39.9 to > 35 pts	0 pts	50
A	B	C	D, F	
Documentation recorded to Platinum Planner and closed within 72 hours of shift completion.	Documentation recorded to Platinum Planner and closed after 72 hours but less than one week (168 hours) of shift completion.	Grade of C not applicable.	Documentation recorded to Platinum Planner and closed more than one week late receive a timeliness grade of zero.	

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

#### GRADING SYSTEM:

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.

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 [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.



### **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](mailto: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](mailto:tamatha.sells@hgtc.edu) or to the US Department of Education Office of Civil Rights. (Telephone: 800-421-3481/Email: [OCR@ed.gov](mailto: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](mailto: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](mailto: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](mailto: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](#).

## **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, their identification number (social or H number), their 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.

# HORRY-GEORGETOWN TECHNICAL COLLEGE ACCIDENT/INCIDENT REPORT

(Please submit to the appropriate departmental office immediately)

CAMPUS:     Conway     Grand Strand     Georgetown

Name of Person Involved in Accident/Incident: \_\_\_\_\_

S.S./H Number: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Date of Accident/Incident Occurred: \_\_\_\_\_ Time: \_\_\_\_\_

Nature of Accident/Incident:

- (1) Injury
- (2) Property Damage
- (3) Fire/Arson
- (4) Theft/Robbery/Motor Vehicle Theft/Burglary
- (5) Hate/Prejudice Crime
- (6) Crimes (such as drug or liquor law violations, assaults, or weapons possession)
- (7) Other:

CHECK ONE
<input type="checkbox"/> Faculty
<input type="checkbox"/> Staff
<input type="checkbox"/> Student
<input type="checkbox"/> Visitor

Explain Accident/Incident: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What Action Has Been Taken?: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reporting Person's Signature: \_\_\_\_\_

College Representative: \_\_\_\_\_

Date of Report: \_\_\_\_\_ Time: \_\_\_\_\_

*Copy of Report Distributed to: Human Resources, Public Safety, Student Affairs, Dean/Provost of Campus, &/or Supervisor (whomever applicable)*