# Course Syllabus

**Course Title:** Emergency Medical Technician - Basic Blended

**Course Duration:** 174 hours

**Program:** Emergency Medical Services (EMS)

**Course Dates:** January 2024 – May 2024

**Course Prerequisites:** None

### Course Description :

This fast-paced EMT-Basic blended course is delivered through a combination of self-paced learning activities and in-person, hands-on sessions. It will prepare students to take the National Registry of Emergency Medical Technicians Basic exam and to obtain state licensure as an EMT-Basic. Upon completion of the course, passing the NREMT-B exam, applying for a state license, and registration with a local EMS system, successful students will have met the requirements to work as an entry-level EMT in an emergency response organization in Illinois.

Course topics include medical terminology, legal aspects of emergency care, anatomy and physiology, lifting and moving patients, medical emergencies, trauma emergencies, age-related complications and emergencies, working as a team, medication administration, and problem-solving.

The course fee covers the electronic textbook and audiobook, as well as all online quizzes, interactive lectures, learning activities, practice activities, test preparation, flashcards, soft skill simulations, virtual simulations, and breakfast on hands-on skills days that occur on Saturdays; lunch will be provided on the Saturday classes that are scheduled longer than four hours.

Students will be assigned to an instructor dedicated to helping them be successful in the course. Online assignments must be completed prior to the skills lab for those topics, and all course requirements must be met before the end of the course to sit for the National Registry Examination. All skills labs are mandatory, with any accommodations being addressed before the first day of the class with the program manager or lead instructor.

Prior to the end of the fourth week of the course, participants must:

* Complete a background check. This background check is administered by the University of Illinois and is required to complete clinical activities.
* Hold a BLS Provider CPR certificate (or equivalent.
* Meet all vaccination requirements to practice in a healthcare setting.

Clinical requirements for this course must be completed through Carle Foundation Hospital in Urbana, Illinois. Carle requires additional waivers and training videos to be completed prior to participating in clinicals. All of these items will be uploaded into a secure folder.

**Required** vaccinations include:

* Two-step TB skin test
* Varicella (titer or immunization)
* MMR (current titer or immunization)
* Tdap (within last 10 years)
* SARS-CoV-2
* Influenza
* Hepatitis B

Recommended vaccinations include:

* SARS-CoV-2 booster

Students may contact McKinley Health Center to discuss immunizations:

<https://www.mckinley.illinois.edu/medical-services/immunization-allergy-travel-clinic>

To schedule an appointment, call 217-333-2700.

**Students must have a reliable internet connection and a computer to complete the course requirements.**

### Course Requirements:

**Pre–Course Work**:

* Submit information for background check.
* Submit proof of all vaccinations necessary for clinical.
* Submit proof of BLS CPR Certification.
* Email your Assigned Instructor, copying the Program Manager, with this message: “I have reviewed, understand, and will fully comply with the course syllabus.”

**Course Work:**

* Complete background check.
* Complete online training for clinical session.
* Complete all assignments and quizzes.
* Complete all clinical experiences.
* Complete all practical exams.
* Pass all practical evaluations.
* Pass final exam.

**Post–Course Work:**

* None

**Background Check:**  All students must have a background check completed through the University of Illinois. The fee for this check is included in the course. Students should watch their email to consent to the background check and provide the necessary information.

### How the Course Works:

Each week’s content will be delivered online, or in-person based upon the class schedule. You will be required to complete a series of activities for each lesson which will include a reading assignment, learning activities, homework activities, and a weekly quiz. You can expect to spend at least 10 hours each week on this course plus additional hours during the weeks with scheduled practical sessions. Attendance at ALL practical sessions is mandatory.

**ALL course content in the modules, all clinical hours, and all practicals exams must be completed to successfully pass the course.**

Each student will have an assigned instructor who will be your primary point of contact for the completion of your remote work. They will ensure you are meeting deadlines and will support you as you progress through the program. The instructor’s name and email address will be sent in a separate email with your JB Learning online class access code. The instructor will follow along with the online portion of your class. Any homework outside of JB Learning will be submitted to your assigned instructor.

### Virtual Orientation – First week:

There is a virtual orientation which must be completed prior to the first day of class. This orientation will cover information in this syllabus. Students must complete the orientation quiz to start the course.

The orientation will introduce you to the instructors, provide an overview of the program, and confirm everyone’s access to the Jones and Bartlett Learning (JBL) Navigate System.

We have worked hard to make this the most effective and convenient educational experience possible. Blended learning may still be a novel learning environment for you, but in one sense it is no different from a traditional class; **how much and how well you learn is ultimately up to you**. You will succeed if you are diligent about keeping up with the class schedule and if you take advantage of opportunities to communicate with your assigned instructor.

**Internet Connection**

Access to a reliable internet connection is required for this course. A problem with your Internet access may not be used as an excuse for late, missing, or incomplete coursework. If you experience problems with your internet connection while working on this course, it is your responsibility to find an alternative internet access point, such as a public library.

**Course Materials**

Online materials needed for this course are presented online through the Jones and Bartlett Learning (JBL) Navigate platform. Each student will be given an access code one week before the start of class.

A physical textbook is not included with this class, but an eTextbook is included in the JBL platform. A student may choose to purchase a physical textbook on their own. The ISBN for the text is 9781284246223.

**Course Fee**

The course fee can be prepaid, or it will be invoiced on the first day of the class. Students who drop less than 4 weeks before the start of the course, or during the course, will be assessed the full course fee. Neither the registration fee for the NREMT-B exam, nor a BLS-CPR certification, are included in the course fee.

### Course Schedule:

This class is formatted in the same fashion as a similar blended college course. Student homework is to be completed in a fashion that would be expected in any college setting. Each class week begins on Monday, and assignments are **due by the following Sunday at 11:59 PM. The exception is that assignments are due Friday at 11:59 PM for the week of each module with an in-person skills day.** You are expected to keep up with each week's assignments. This course is online and allows you to customize your class time each week around other obligations. Deadlines are just that, so do not wait until the last minute to complete your work and then submit substandard assignments.

**Assignments submitted more than seven days late will not be accepted**. Late work may result in dismissal from the course. All late work must be approved by your assigned instructor before it can be submitted for consideration.

The schedule may change or be adjusted as the class progresses.

You will want to set up a new file folder on your hard drive to save all homework assignments in before starting this class. The course will use a Box Folder/Drive to capture student assignments which are submitted outside of the JBL Navigate platform.

Grading is pass/fail (100%, pass, no grade, fail). If your submitted assignment is incomplete, the instructor may allow you to edit or resubmit your assignment at their discretion.

### Student Quizzes, Activities, and Examinations:

There is a quiz to take at the end of each lesson. You must complete all quizzes. The student quiz will prepare the student for the state final certification exam.

Due dates for all assignments are posted on the schedule and in JB Learning.

The interactive lecture includes a quiz; these must be completed as indicated on the schedule. Some lessons will include homework and activities, other lessons will not. For weeks with in-person classes, you must still complete the online materials for that topic.

Exams will be open on the Monday of each exam week. You may start the exam at any time, but once started, it must be completed in full within 90 minutes of starting. The exam is due by the following Friday at 11:59 PM.

Some of the content in the JBL platform is optional, while some activities are required. Required items MUST be completed in the week in which it is assigned.

Do not wait until the last minute to complete these assignments—give yourself time to ask questions, think things over, and chat with others. You will learn more, do better...and be happier!

It is your responsibility to complete the work early if you plan to travel or participate in national holidays, religious observances, or other approved activities. If you need to request an exception due to a personal or medical emergency, contact the instructor directly as soon as you are able. Such requests will be considered on a case-by-case basis by the assigned instructor.

### Practical Exams:

There are six module exams plus the final practical exam. Attendance is required at every session. The six module exams must be successfully passed prior to challenging the final practical exam. The final practical exam must be passed prior to challenging the final written exam.

### NREMT Examination:

Once you have successfully completed and passed all class requirements, subject areas, and passed the subject area quizzes, you will be eligible to take the NREMT examination. This exam has a separate fee and is scheduled by the student independent from the class. Instructions for obtaining system and state certification will be provided towards the end of the course.

### Evaluation Strategy:

State licensure and national certification requires passing the module quizzes, the hands– on practical activities, and the written examination. A minimum of 80% is required for each component: quizzes, nodule practical exams, final practical exam, and final written exam.

### Required eTextbook:

*(Electronic) Emergency Care and Transportation of the Sick and Injured, 12th Edition.* Electronic textbook access is provided to the student upon the beginning of the class.

### Course Policies:

**Attendance Policy:** IFSI requires students to attend (100%) or make up all course content that leads to certification. Students are expected to attend on time and to remain in class for the duration of the course. Students **MUST COMPLETE** all portions of a certification course, both classroom and practical, to be eligible to sit for the NREMT certification exam.

It is the student’s responsibility to arrange the make-up of any missed course content in advance of the session with the instructor(s) or program manager. The student must make up the specific course content that s/he missed, not just the hours.

**Safety Policy:** Students shall understand and follow all instructions pertaining to operational safety, as stated by instructors or as written in course materials.

Instructors and students shall be mindful of safety at all times. Conduct judged to be unsafe shall be grounds for dismissal from the course.

**Academic Integrity Policy:** IFSI has the responsibility for maintaining academic integrity to protect the quality of the education provided through its courses, and to protect those who depend upon our integrity. It is the responsibility of the student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions. Any violation of the code of conduct is grounds for immediate dismissal from the course.

**Grading Policy:** Decisions regarding certificates of course completion shall be made solely by the Program Manager of the course. All grading of practical exercises shall be based upon the standards set by the regulatory agency referenced in the course material and IFSI.

**Retesting**: If a student fails a practical exercise, one retest takes place after remediation and after other students have completed testing.

**American Disabilities Act:** As guaranteed in the Vocational Rehabilitation Act and in the American Disabilities Act, if any student needs special accommodations, they are to notify their instructor and provide documentation as soon as possible so arrangements can be made to provide for the student’s needs. If arrangements cannot be made at the class site, the student will test at an alternative time and place where the special accommodations can be made.

**Special Dietary Needs:** Students with any special dietary needs or restrictions should notify the Program Manager no later than the end of the first week of classes.

**Dress Code:**

**In Person Skills Days**

Dress Code: Students should dress to be comfortable indoors and outdoors standing, kneeling, or sitting.

* Closed-toe shoes with a low/flat heel.
* Appropriate pants (EMS Pants, jeans, dark or khaki trousers are OK). Leggings, shorts, and sweatpants are not permitted.
* A department/agency-issued shirt or other professional shirt is acceptable. Shirts with logos, advertising, or pictures are not appropriate. If you’re in doubt, wear a solid color or department shirt.

What to bring (Optional but encouraged): Your own stethoscope & penlight

Required: Notepad with pen or pencil; watch with a way to count seconds.

How to prepare: Ensure that all assignments for that module are completed.

**Clinical Shifts:**

Dress Code:

* Closed-toe shoes with a low/flat heel.
* Appropriate pants (EMS Pants, dark or khaki trousers are OK). Leggings, sweatpants, and shorts are not permitted.
* A plain, collared shirt and your IFSI student ID badge should be worn.
* Clothing layers appropriate for the expected weather.

What to bring (Optional but encouraged): Your own stethoscope & penlight

Required: Notepad with pen or pencil; watch with a way to count seconds.

How to prepare: Ensure that all pre-clinical requirements (background check, immunizations, class work completed) are met before the first day of clinical

**Course Copyright**

All course materials that students receive or to which students have online access are protected by copyright laws. Students may use course materials and make copies for their own use as needed, but unauthorized distribution and/or uploading of materials without the instructor’s express permission is strictly prohibited. Students who engage in the unauthorized distribution of copyrighted materials may be held in violation of the University’s Code of Conduct, and/or liable under Federal and State laws.

For example, uploading completed labs, homework, quizzes, or other assignments to any study site constitutes a violation of this policy and will result in dismissal from the course.

**Connect Online with Caution and Respect**

IFSI is committed to educational access for all. Our students come from all walks of life and have diverse life experiences. As with any other online community, the lack of physical interaction in an online classroom can create a false sense of anonymity and security. While one can make new friends online, digital relationships can also be misleading. Good judgment and decision-making are critical when choosing to disclose personal information to others whom you do not know. Peers in the course should be treated with patience and respect.

**Contact Information**

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**Virtual Instructors:** Provided at or before the first-class session.

**Student/Instructor Assignments:** Provided at or before the first-class session.

Course schedule provided in class.