



PHED 1306 – First Aid and CPR

Course Syllabus: Fall 2026

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

Instructor: Justin Hargrove MS, LAT, ATC

Office: IA 117

Phone: 903-434-8285

Email: jhargrove@ntcc.edu

Weekday	Office Hours
Monday	9:00am-11:00am
Tuesday	7:30am-8:00am
Wednesday	9:00am-11:00am
Thursday	7:30am-8:00am
Friday	By appointment/Online

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

This course is an eight week format in the Fall semester.

Course Description:

This course is designed to develop the knowledge and skills necessary to be effective as a civilian NON-CERTIFIED first responder to minor accidents, injuries, and sudden illness. Caregiving skills while formal medical response is enroute will be taught as well as accident prevention principles will be also included. **THIS COURSE IS NOT A CERTIFICATION OF FORMAL MEDICAL TRAINING AND AS SUCH, DOES NOT AUTHORIZE THE PRACTICE OF ANY MEDICAL PROCEDURES WITHOUT THE SPECIFIED DIRECTION OF A PHYSICIAN.** Any liabilities incurred by the student for any such Responder action(s) will be the sole responsibility of the student as a GOOD SAMARITAN, but NOT as a certified or licensed First Responder. Certification/License of that kind requires more/different training that is authorized by the Texas Department of Health Services and/or the Texas Department of Licensing and Regulation.

Prerequisite(s): None

Student Learning Outcomes:

1. Students will be able to explain the workings of the systems in the human body particularly those systems, which are likely affected in emergency care.
2. Students will recognize and meet the needs of emergency situations including (but not limited to) first aid care, emergency assistance, life support skills, EMS protocols, CPR, and AED.
3. Students will be able to justify layperson and professional roles and responsibilities in emergency situations including but not limited to legal ramifications, barriers in action, requirements for action, and psychological responses.
4. Students will be able to explain and demonstrate skills for treating victims including but not limited to musculoskeletal injuries, bleeding, choking, and environmental emergencies.
5. Students will explain and demonstrate skills for respiratory distress including but not limited to CPR, rescue breathing, obstructed airway, and usage of an AED device.
6. Students will promote safety and preventative educational methods that reduce the risk of injury, accidents, and life-style related diseases.

Evaluation/Grading Policy:

The breakdown of the course requirements is as follows:

Exams: 3 will be worth 100 point each. Exam questions will be multiple choice and short answer and will be limited to material covered in textbook & class exercises. (The majority of questions will be taken from class exercises.)

Class Participation: Students are expected to attend class and participate appropriately in class exercises/labs/CPR certification. Class participation is worth 100 points.

Regular attendance will be monitored by your attendance in the class, spirited and appropriate discussion and thoughtful questions will help to raise the student's grade. Completing the Lab Component portion of class is worth 100 points.

Course Readings: To help facilitate class discussion, it is absolutely necessary that class readings be read – and read on time. Weekly readings as specified in syllabus are necessary to keep the fast pace of the summer class.

Semester grades will be earned as follows

Points	Letter Grade
450-500	A
400-449	B
350-399	C
300-349	D
299 & Below	F

Please be aware that **NO EXTRA CREDIT WILL BE GIVEN** at the end of the semester. The average shown in Bb will determine the final course grade, and no additional work is possible.

Required Instructional Materials:

Responding to Emergencies, New and Revised Edition, 2012

Publisher: American Red Cross, Krames Stay Well Publishers

ISBN Number: 978-1-58480-554-0

Optional Instructional Materials:

None

Minimum Technology Requirements:

Computer or Tablet with daily high speed internet access required.

Required Computer Literacy Skills:

Basic computer usage skills email skills.

Course Structure and Overview:

Regular attendance will be monitored through daily attendance, spirited and appropriate discussion and thoughtful questions will help to raise the student's grade. This course is eight weeks during the Fall semester with practicing skills in class in preparation for the CPR skills check off at the end of the course. Please arrive on time and remain in the class the entire time to receive the participation points.

Communications:

All communications should be through NTCC Email or Microsoft Teams. My preferred method is through official school email.

Institutional/Course Policy:

All courses require the timely completion of assignments, many of which are due on a weekly basis. Adherence to the course schedule is essential for academic success. Students are expected to manage their personal schedules effectively to meet all reading and assignment deadlines. Late work will not be accepted under any circumstances; therefore, careful planning is required. All assignments must be submitted electronically through Blackboard Learn.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements:

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

Statement Regarding the Use of Artificial Intelligence (AI) Technology:

Employees and students shall be permitted to explore artificial intelligence (AI) and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes or as necessary to engage in research and shall never take the place of faculty, staff, and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security. A student shall only use AI tools with faculty permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work.

Example:

APA (7th edition)

OpenAI. (2026). ChatGPT (March 25 version) [Large language model]. <https://chat.openai.com/>

MLA (9th edition)

OpenAI. ChatGPT. 25 Mar. 2026, <https://chat.openai.com/>.

Employees or students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with policy. [See DH, DIA series, FFD series, FFE, FLB, and the FM series] AI Use by Employees and Students. Northeast Texas Community College 225500 TECHNOLOGY RESOURCES CRB ARTIFICIAL INTELLIGENCE (LOCAL) DATE ISSUED: 12/8/2025 1 of 1 UPDATE 50 CRB(LOCAL)-AJC Adopted: 12/16/2025

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodation for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to request accommodation. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Schedule:

Date	Content/Chapters
August 25th	Intro/AED Scavenger Hunt
August 27 th	Chapters 1, 2, & 3
September 1 st	Chapters 4 & 5
September 3rd	Chapters 6 & 7
September 8th	Chapters 8 & 9
September 10th	Test 1
September 15th	Chapters 10 & 11
September 17 th	Chapters 12 & 13
September 22 nd	Chapter 14
September 24th	Test 2
September 29 th	Chapters 15, 16, & 17
October 1 st	Chapters 18 & 19
October 6 th	Chapters 20 & 24
October 8th	Test 3
October 13 th	CPR Skills
October 15 th	CPR Skills