



focused

## PHED 1306 First Aid and Safety

Course Syllabus: Fall 20 1<sup>st</sup> 8 weeks

"Northeast Texas Community College exists to provide responsible, exemplary learning opportunities."

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	9:00am-11:00am	7:30am-8:00am	9:00am-11:00am	7:30am-8:00am	By Appointment Only	By Appointment

*The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.*

**Catalog 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.

**Required Textbook(s):** Responding to Emergencies, New and Revised edition, 2012

**Publisher:** American Red Cross, Krames Stay Well Publishers

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

**Recommended Reading(s):** None

### Student Learning Outcomes:

1. Develop the knowledge and skills needed to meet many different types of situations when emergency first aid care is needed and, medical assistance is not excessively delayed.
2. Develop the knowledge and skills needed to aid the infant, the child or the adult who us experiencing a breathing emergency.
3. Develop knowledge and skills in the use of the AED (Automated External Defibrillator)
4. Develop knowledge and understanding of the many caused of accidents and injuries so that action can be taken to eliminate or minimize such causes.

## Evaluation/Grading Policy:

The final grade will be determined as follows:

### For your final grade:

**Exams: Three (3) exams** will be worth **100 points** of the total grade. **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.

In addition to regular attendance, spirited and appropriate discussion and thoughtful questions will help to raise the student's grade. **Class participation is worth 100 points and competing 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 required.

**Letter grades** will be assigned according to the following scale:

A = 450-500	C = 350-399	F = 299
and below		

B = 400-449	D = 300-349
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**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.

**Attendance:** At the end of the semester, grades will be calculated according to the percentages in the syllabus, and the only adjustment that will be made is if the final percentage is **WITHIN ONE POINT** of the next letter grade (and NO more), and the student has missed **ONE OR LESS LECTURES.** (Mitigating circumstances will be taken into account at the discretion of the instructor.) The grade will then be **rounded up** to the **next letter grade.**

### General:

Students should log onto **Blackboard (Bb)** ASAP and **carefully** read **all announcements.** **Bb** and **student email** should be checked **DAILY** for **new announcements or messages.**

Questions are welcomed during office hours (or by appointment), or if more convenient, they can be directed to me either by phone or e-mail. **Please do not hesitate to ask questions! There is no such thing as a stupid question.** It is only stupid NOT to ASK them. It is VERY difficult to improve your course average after you fail the first exam, so **PLEASE** contact the instructor for help or studying tips **EARLY** in the semester, before it is too late to make a difference.

**Exam/Quiz Make-Up Policy:** If a student is unable to take an exam/quiz as scheduled, a make-up will be arranged **ONLY** if the reason is legitimate, and the instructor is notified **IN ADVANCE** of the time the **exam/quiz is scheduled** (or becomes unavailable), either through the telephone or e-mail. **Students who fail to make appropriate arrangements will receive a grade of “0” for the exam missed.** There will be no exceptions.

**Student Responsibilities/Expectations:**

If you attend this class or a portion of this class on-campus then class etiquette dictates that you will:

1. Attend class each time the class meets.
2. **Be on time** for class and **remain for the entire period**. You may not receive credit if you do not attend all sessions.
3. Refrain from talking while the professor is lecturing. Idle chattering and giggling are disruptive to the class and disrespectful to your professor and your classmates.
4. Be attentive and participate in class.

**NTCC Academic Honesty Statement:**

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

**Academic Ethics**

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

**ADA Statement:**

It is the policy of NTCC to provide reasonable accommodations 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 accommodations as required to afford equal educational opportunity. It is the student's responsibility to arrange an appointment with a College counselor to obtain a Request for Accommodations form. For more information, please refer to the NTCC Catalog or Student Handbook.

**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.

**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.

## COURSE SCHEDULE

<u>DATE</u>	<u>CONTENT</u>
August 24th	Intro/AED Scavenger Hunt
August 26th	Chapter 1, 2 & 3
September 1st	Chapter 4 & 5
September 3rd	Chapter 6 & 7
September 8th	Chapter 8 & 9/ <u>Review #1</u>
September 10th	Test #1
September 15th	Chapter 10 & 11
September 17th	Chapter 12 & 13
September 22nd	Chapter 14 & <u>Review #2</u>
September 24th	Test #2
September 29th	Chapter 15, 16, & 17
October 1st	Chapter 18 & 19
October 6th	Chapter 20 & 24
October 8th	<u>Review #3</u>
October 13th	Test #3
October 15th	Lab/CPR skills class

NOTE: This course is an 8 week course. The course starts August 24<sup>th</sup> at the beginning of the semester and ends October 15<sup>th</sup>.  
\*\*Should we be required to move to online by the college/State we will still need to meet for Skills checks but that will be scheduled with Social Distancing in mind with small groups.