

## **MONTGOMERY COLLEGE**

Department of Health Enhancement, Exercise Science & Physical Education

### **SYLLABUS**

#### **HLTH 113: First Aid and CPR (2 credits)**

##### **I. Instructor Information**

See course site.

##### **II. General Course Information**

Catalog Description:

Theory and practical application of standard and advanced techniques of first aid and cardiopulmonary resuscitation. Students will learn how to recognize the signs and symptoms of injuries and sudden illness, how to recognize a life-threatening emergency, how to provide basic life support, and what to do in the case of an airway obstruction or choking. Students will gain the necessary skills for the administration of CPR to adults, children and infants and learn how to use an automated external defibrillator (AED). Information on how to deal with emergencies like shock, burns, strokes, seizures and other medical emergencies will be covered. Course consists of lecture, discussions, demonstrations, safety education, and practical work as suggested by OSHA, the American Red Cross, National Safety Council, American Academy of Orthopedic Surgeons, and/or American Heart Association. Upon successful completion of the course, students will receive nationally recognized First Aid and CPR course completion cards. Assessment levels: ENGL 101/101A, READ 120.

Purpose of the Course:

- ♦ To provide the citizen responder with the knowledge and skills necessary in an emergency to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness until professional medical help arrives.
- ♦ To prepare participants to recognize emergencies and make appropriate decisions for first aid care. The course teaches the first aid skills the citizen responder will need in order to act as the first point in the emergency medical services (EMS) system.
- ♦ To emphasize the prevention of injuries and illness, with a focus on personal safety.

This is a Blended course, which means that students will meet during scheduled class meetings and will be required to complete additional course work online and through independent study.

**HLTH 113 fulfills a General Education Program Health Foundation requirement for students matriculating prior to Fall 2017. This is not a General Education course for those matriculating after that date.** Montgomery College's General Education Program is designed to ensure that students have the skills, knowledge and attitudes to carry them successfully through their work and personal lives. This course provides multiple opportunities to develop the following competencies: critical analysis and reasoning, written

and oral communication, technological competency and personal, social, and civic awareness. Your performance in these competencies will be evaluated on your mastery of the area anywhere from Novice to Advanced. For more information, please see <http://cms.montgomerycollege.edu/gened/> .

### III. **Common Course Student Learning Outcomes**

By the end of the course, the student will be able to:

- ♦ Explain how the EMS system works and the citizen responder's role in the EMS system
- ♦ Explain what happens in the body if one or more body systems fail to function properly
- ♦ Identify and care for choking and other breathing emergencies
- ♦ Identify the major risk factors for cardiovascular disease and how to control them
- ♦ Recognize the signs and symptoms of a possible heart attack and describe how to care for someone who is experiencing persistent chest pain
- ♦ Identify the signs and symptoms of cardiac arrest and demonstrate how to provide cardiopulmonary resuscitation (CPR) until advanced emergency care arrives
- ♦ Identify the signs and symptoms of various soft tissue and musculoskeletal injuries and demonstrate how to care for them
- ♦ Identify the signs and symptoms of medical emergencies, including poisoning, heat and cold emergencies, and anaphylaxis, and describe both general and specific care for medical emergencies
- ♦ Describe when and how to move a victim in an emergency situation
- ♦ Develop skills in first aid treatment and emergency care by responding to in-class practical testing experiences

Course Completion Cards issued upon successful completion:

- ♦ American Academy of Orthopaedic Surgeons (OSHA-approved) – Advanced First Aid
- ♦ American Academy of Orthopaedic Surgeons – CPR and AED (Adult and Pediatric)

### IV. **Texts and Supplies**

Required text: American Academy of Orthopaedic Surgeons (2017). *First Aid, CPR and AED Advanced, Seventh Edition*. Boston: Jones and Bartlett Publishers. ISBN: 9781284105315. Note: Older versions of text are not acceptable. **Save your receipt in order to receive certification upon successful course completion.**

Required item: CPR Pocket Mask w/one-way valve (available in bookstore or online)

Required: Internet access for emails and coursework. Montgomery College computer labs will suffice. This course utilizes a Blackboard site available through MyMC.

### V. **Grading**

#### A. Requirements

→ **VERY IMPORTANT:** This is a comprehensive, skills-based course; in order

for the student to pass the course with a grade of 'C' or better, regardless of the student's grade average in the course, the **student must take all written and skills tests** and have **no more than one absence (excused or unexcused)**. In addition, students must maintain a 70% average and can score no lower than 70 percent on any of the exams or skills tests listed below. A **maximum grade of 'D'** will be awarded to those who do not earn a 70 percent or greater on all exams and skills tests. A grade of 'C' or better means the student is eligible to receive AAOS certifications.

B. Course Grading

Online Chapter Assessments	100 points
Module 1 Test (Ch 1-4)*	50 points
Module 2 Test (Ch 5-6)*	50 points
CPR/AED Skills*	50 points
Module 3 Test (Ch. 7-16)*	50 points
Final Exam (Ch 17-26; cumulative)*	100 points
First Aid Skills	50 points
<u>Writing Assignment</u>	<u>50 points</u>
Total*	500 points

Online Chapter Assessments (100 points)

There will be twenty-four (24) 5-point assessments that follow the chapters in the textbook. Your four lowest scores will be dropped. Students will need to read each chapter before entering answers online. The assessments have specific due dates. **NOTE: YOU WILL HAVE ONLY ONE ATTEMPT TO SUBMIT ANSWERS TO THE QUESTIONS.** Assessment time is unlimited until the due date. Please check the Course Schedule to view the due dates for each. Late assignments are not accepted and there are no make-ups allowed. If a student is not familiar with Blackboard they should contact the instructor for instruction.

Tests (250 points)

There will be three tests and a final exam. Tests are comprehensive and will take into account previously learned material, from which the student may need to draw information in order to complete test questions. Each test will consist of multiple-choice questions. Tests will cover all material covered in class (lecture, discussions, videos) and most importantly, readings from textbook. **Tests will be completed online.** Students are responsible for keeping track of the test schedule. (See the course schedule.)

Students must score at least 70 percent on each test/exam. Students scoring less than 70%, but at least 60%, may be eligible to retest any one (1) exam one (1) time only. I.e., a student may have a single attempt at retaking only one exam (not more than one exam, not more than one retest). **Failure to pass (including retesting) any exam will result in a maximum grade of a 'D' for the semester. The student may continue in the course but will not be eligible for certifications or a grade of 'C' or better regardless of total points earned. This is non-negotiable.**

*Retests:* Retests may be a different exam than the original. Students retesting an exam must score at least 70% to be eligible for AAOS

certification. **The original test score is recorded and used to determine the student's course average.** The retest is only given to provide students with the opportunity to be eligible for certification. If the test is not passed, the student can receive no better than a 'D' in the course.

#### Skills Testing (100 points)

CPR skills will be assessed by the Instructor and will include performing CPR on manikins and other rescue techniques on fellow classmates. CPR skills **MUST** be successfully completed as part of certification qualification (see below). Therefore, a failing grade in skills (CPR and first aid) **will** result in no better than a grade of "D" in the class.

**NOTE:** See required items list, as you will not be able to complete CPR portion of class without the pocket mask for both practice and testing.

Additional skills will be demonstrated and students must participate in order to receive credit. Arriving late will result in loss of skills points. Failure to participate in skills practice sessions will result in no better than a grade of "D" in the class (and no certification).

#### Writing Assignment (50 points)

Create a detailed emergency situation which you could encounter. You will identify what you find during your survey of the scene and what your potential actions would be from the time you recognize the emergency up until EMS arrives and you give them a handoff report. You must include all the items requested in the Patient Assessment Paper Instructions. The paper must be presented in essay format and is due as noted in the course schedule. Further details will be given in class; instructions are found in the course content section in Blackboard.

→ **IMPORTANT NOTE:** Spelling and grammar will be graded along with content. Students should follow the guidelines outlined in the "Writing in Health & PE" handout.

#### C. Standards

Final grades will be determined by percentage of total points accumulated:

- A 90% - 100% **and** eligible for certification
- B 80% - 89.99% **and** eligible for certification
- C 70% - 79.99% **and** eligible for certification
- D 60% - 69.99% **and/or** not eligible for certification
- F < 60% (not eligible for certification)

Note: A maximum grade of "D" is awarded to those who do not meet certification requirements. An "F" is awarded to those with less than a 60% average.

#### D. Make-up Policy

No make-up tests will be given without proper documentation. Skills cannot

be made up. If an emergency occurs, you must contact the Instructor within 24 hours of the exam (via phone or email). You must have documentation for missing the exam (car repair bill, police report, proof of major illness, etc.).

E. Late Policy

Students are expected to arrive for class on time. Arriving late is distracting to other students and the instructor.

One (1) late arrival (more than 15 minutes), as documented by the instructor, will constitute (1) full absence and will apply to attendance policy.

Late assignments will not be accepted.

F. Audit Policy

Students who audit the class are normally exempted from tests. However, in order to obtain any certifications in this class, students must complete all requirements for the class including all skills and written tests.

**VI. Classroom policies**

A. Attendance

Attendance will be taken at the beginning of each class. Students are expected to attend class on time. Due to certification requirements, **attendance is required**. Students with excessive absences (more than **ONE**), as defined in the Student Handbook and College Catalog, may be dropped from the course. Students may be able to complete the course but certifications and a final grade of C or better cannot be earned. *Withdrawal from the course is the responsibility of the student*. In addition, this class is designed to be interactive and you must be willing and able to express your views on the topics discussed in class and willing to interact with other students in a close environment.

B. Important Student Information

In addition to course requirements and objectives that are in this syllabus, Montgomery College has information on its web site (see link below) to assist you in having a successful experience both inside and outside of the classroom. It is important that you read and understand this information. The **link below provides** information and other resources to areas that pertain to the following: student behavior (student code of conduct), student e-mail, the tobacco free policy, withdraw and refund dates, disability support services, veteran services, how to access information on delayed openings and closings, how to register for the Montgomery College alert System, and finally, how closings and delays can impact your classes. If you have any questions please bring them to your professor. As rules and regulations change they will be updated and you will be able to access them through the link. If any student would like a written copy of these policies and procedures, the professor would be happy to provide them. By registering for this class and staying in this class, you are indicating that you acknowledge and accept these policies.

<http://cms.montgomerycollege.edu/mcsyllabus/>

### C. Cancellation of Classes

If classes are cancelled due to inclement weather, you are still responsible for the material from the textbook, and should continue to follow the schedule provided in the syllabus for reference. If there are any foreseeable changes in the schedule it will be announced in class or on Blackboard.

## VII. **Additional Information**

It is expected that the student will:

- ♦ be responsible for obtaining any information and class notes from another classmate if he/she arrives late to class
- ♦ have completed the assigned readings and assignments **before** each class session
- ♦ be prepared to discuss the assigned readings and participate in the discussion
- ♦ be appropriately dressed for practical (hands on) exercises

### **Student Email**

Students can check their email through MyMC. Your email account will be an official means of communication between you and Montgomery College. It is also the official means of communication for the HLTH 113 First Aid & CPR class. It is recommended that you check this account often for official communication about the course. In addition, if you need to send an email to the professor, you must send it through this email address. Any communication sent from a personal email (i.e. yahoo, hotmail, etc.) will be automatically deleted from the instructor's inbox.

### **Blackboard – Technical Issues:**

If during the course you experience a technological problem with Blackboard, you need to follow the procedures below. Following these correct procedures **may** allow you to re-submit an online assessment or be granted an extension to a course deadline (if necessary) depending on the circumstances and approval from your professor.

1. Call the IT Service Desk at 240-567-7222 to report your problem.
2. Write down the work order number received from the IT Service Desk.
3. Send an email to your professor identifying: the date and time of the phone call, the work order number, the nature of the problem, the steps to resolution suggested by Blackboard and the outcome of the phone call. This email must be sent within 1 hour of contacting the IT Service Desk.

*\*If in doubt, contact the IT Service Desk if you are experiencing a problem. Students who do not follow the instructions above will not be able to resubmit work due to technical errors.*