

**Emergency Medical Technician - Basic Course Lab  
University of New Mexico  
Valencia Campus**

**SYLLABUS**

**Course Number: SP24\_EMS\_142\_501\_Martinez\_E**

**Course Location: UNM-V/C-Valencia Health Sciences-H115**

**Class Meeting Days/Times: Mondays-Wednesdays 9:00AM-3:30PM**

**Instructor: Edward T. "Tim" Martinez, AAS, EMT-I/I.C.**

**Phone: (505)-620-4984**

**Office Hours: 3:30 PM to 4:30 PM Wednesdays, by appointment also with email**

**E-mail: [etimothy@unm.edu](mailto:etimothy@unm.edu)**

**I-BEST Instructor: Michael Carriere**

**Office phone: 505-925-8922**

**Email: [mcarriere@unm.edu](mailto:mcarriere@unm.edu)**

**Office hours: By Appointment**

**COURSE DESCRIPTION**

This EMT/EMT-Basic course meets the National EMS Education Standards for the EMT level. The course additionally includes the New Mexico EMT-Basic Scope of Practice. The course is designed specifically for emergency medical personnel who have access to specialized emergency vehicles and emergency rooms. The course content gives emergency medical personnel the knowledge and skills to recognize and stabilize patients with life-threatening emergencies at the scene and during transport.

**COURSE GOALS**

1. To understand the theory of emergency care.
2. To gain a working knowledge of the human body, (anatomy and physiology)
3. To recognize signs and symptoms of various diseases and injuries and manage them.
4. To develop the ability to make decisions, under duress, during an emergency.
5. To successfully perform the skills needed in an emergency.
6. To develop a personal and professional ethical code concerning the treatment and care of others.
7. To attain entry level competence as an EMT/EMT-Basic, (see Two Track Grading).

**STUDENT OUTCOMES**

1. The student will be able to discuss the development of EMS systems
2. Describe the roles of EMS in the health care system.
3. Demonstrate the professional attributes expected of EMTs.
4. Perform the roles and responsibilities of an EMT with regard to personal safety and wellness, as well as the safety of others.

5. Perform the duties of an EMT with regard for medical-legal and ethical issues, including functioning under medical direction and within the scope of practice.
6. Apply principles of anatomy, physiology, pathophysiology, life span development, and therapeutic communications to the assessment and management of patients.
7. Identify the need for and perform immediately lifesaving interventions to manage a patient's airway, breathing, and circulation utilizing the full EMT-Basic scope of practice.
8. Assess and manage patients of all ages with a variety of complaints, medical conditions, and traumatic injuries.
9. Apply principles of emergency medical services operations, including considerations in ambulance and air medical transportation, multiple-casualty incidents, gaining access to and extricating patients, hazardous materials incidents, and responding to situations involving weapons of mass destruction.
10. Understand pharmacology and the EMT-Basic/EMT scope of practice medications.

### **What are the goals of the IBEST component?**

1. Upon completion of this course, you will demonstrate the following foundational competencies, which are drawn from the National Reporting System's outcome measures for adult learners at the high adult secondary level:
2. Can comprehend, explain and analyze information from a variety of literary works, including primary source materials and professional journals.
3. Can show active problem-solving skills
4. Show a working understanding of units and conversions
5. Writing is cohesive with clearly expressed ideas supported by relevant detail.
6. Can use varied and complex sentence structures with few mechanical errors.
7. Can read technical information and complex manuals and can comprehend college level books.
8. Can read text and explain a procedure about a complex and unfamiliar work procedure.
9. Can evaluate new work situations and processes.
10. Can work productively and collaboratively in groups and serve as facilitator and reporter of group work.
11. Can use common software and learn new software applications.

### **What is the IBEST component of this class?**

This course is part of the I-BEST program of "Integrated Basic Education and Skills Training" and is designed to boost your foundational reading, writing, math, and study skills so that you can successfully complete a career-based certificate and secure living wage employment. The I-BEST program provides for 2 instructors, one trained in career content and the other in foundational skills, to work together for your success. As part of this focus on careers and foundational skills, all students will be required to complete a WorkKeys pre-test. A post-test will also be required before the end of the semester (Date TBA).

### **TEXTBOOKS**

**Required:** Emergency Care and Transportation of the Sick and Injured 12th Edition, Pollak, Mejia, Edgerly & McKenna Jones & Bartlett Learning (2021)

ISBN-13: 978-1284246223 (Paperback Edition)

**Also Required:** Student Workbook for Emergency Care and Transportation of the Sick and Injured; 12<sup>th</sup> Edition, Pollak, Mejia, Edgerly & McKenna Jones & Bartlett Learning (2021)

ISBN-13: 978-1-284-24380-2

Note: *Students are responsible for the information contained in each of the assigned readings and course handouts, as well as lecture content.*

### **ADDITIONAL REQUIREMENTS**

Required Immunizations, Background Check, Drug Screen, Health Insurance and BLS/Provider Level CPR Certification

### **REQUIRED READING ASSIGNMENTS**

Students are required to stay current with reading assignments in the **AAOS Emergency Care and Transportation of the Sick and Injured 12th Edition and the Student Workbook** that are pertinent to each lecture and lab prior to the class covering that topic. This provides the necessary framework to organize the information presented in class. It is the responsibility of the student to cross reference the pages that correspond in their textbook with learning objectives. Furthermore, students are highly encouraged to seek out other sources of information.

### **SOURCES OF INFORMATION**

With regard to learner education and testing of course material, the rank of importance of various sources of information will be:

1. Textbook, Student Workbook and Lead Instructor information, to include, but not limited to lecture and lab sessions
2. Instructor handouts/Instructor information
3. Reading assignments
4. Other published references to include online media
5. Personal experience, as is applicable: *as determined by Lead Instructor.*

### **GRADE ASSIGNMENT**

All students who complete the course will receive an academic grade. A final cumulative score of **73%** in the respective weighted areas below will constitute a passing grade. This applies to academic and non-academic (certificate) students. Students who took this course through a college for credit, will show this course on a college transcript with the associated grade, non-academic (certificate) students will not have this course on a transcript.

For academic grading purposes the following will be calculated for an academic grade:

- 30%** between Quizzes/Assignments/participation/attendance/affective-professional behavior at the instructor's discretion in relation to those specific areas\*\*\*
- 50%** for the cumulative average score of the Ten Block Exams
- + 20%** for the score of the Comprehensive Final Exam
- 100%**

**NOT** every student will receive a course completion certificate based on the academic grade for that student.

For example: it is possible to earn a letter grade for academic credit and not be eligible to earn an EMT course completion certificate

A cumulative average of 73% of the above reflects a passing Academic Grade however failure to meet/pass the **EMT Course Completion Certificate Requirements** below will still result in a failure to earn a course completion certificate.

**Note:** \*\*\*The Lead Instructor may assign different learning activities and percentages associated with them for up to 30% of the cumulative course grade for any or all of the following: attendance, participation, quizzes or assignments.

### **EXTRA CREDIT**

Extra credit if offered will be determined by the Lead Instructor of the course and will not exceed the value of 1 quiz or assignment grade. Extra credit will not be used to replace an exam.

### **(Two-Track Learning) NATIONAL EMT COURSE COMPLETION CERTIFICATE REQUIREMENTS**

The following additional requirements are necessary to achieve a course completion certificate as a NM EMT/EMT-Basic and deem the student eligible to take a State and/or National exam.

1. 73% or higher cumulative average score on the Ten Block Exams
  - Students must achieve a passing score on all blocks (except block 1)
    - If a student fails block 1, they must retest it, but if the retest is not successful it will not be considered an exit point in the course
  - If a student fails a block exam they must retest and pass the block with a 73% or higher
    - All block exam retests must be completed prior to the final course exam
    - Failure of a block exam retest (except block 1) constitutes failure to earn certification
2. 73% or better on the Comprehensive Final Exam
3. Verified competency in all Course Psychomotor Skills.
4. Successful completion of all clinical requirements
5. A current BLS Provider level CPR card.
6. No more than three (3) missed classes or a total of 12 hours.
7. Maintaining Professional Behavior at all times\*

\*The student is expected to behave in a professional manner throughout the entire course during all activities. Each student will be evaluated both directly and indirectly in didactic, laboratory, and clinical sessions. The student must show a professional affective behavior in all areas in order to show competency. Failure to maintain a professional behavior will result in dismissal from the EMT/EMT-Basic Course.

### **FINAL APPROVAL OF COURSE COMPLETION CERTIFICATION**

The Instructor Coordinator will submit certificate eligibility documentation (psychomotor, clinical, and numeric score/course grades) as determined by syllabus grading policy to be eligible for certification, to the EMS Academy (the program). The program will determine final certification eligibility based on all requirements to earn a certificate. The final decision to issue a course completion certificate will be based upon the program's assessment of each student in conjunction with the academic judgment of the lead Instructor Coordinator.

### **EXAMINATIONS**

All exams will be administered and proctored by your Lead Instructor or additional instructor designee. There will be ten Block Exams. All exams will be delivered using an online platform in order to best prepare students

for the national registry computer-based exam. \*Approval must be obtained from the EMS Academy Director or designee with note to alternative method of delivery if an online method of exam delivery is not an option.

1. Students must pass each block exam with a minimum score of 73%.
2. 73% or higher cumulative average score on the Ten Block Exams is required
  - Students must achieve a passing score on all blocks (except block 1)
    - If a student fails block 1, they must retest it, but if the retest is not successful it will not be considered a failure to certify
  - If a student fails a block exam they must retest and pass the block with a 73% or higher
    - All block exam retests can be completed at any point in the course but **must** be completed prior to the final course exam
    - Failure of a block exam retest (except block 1) constitutes failure of certification
  - It is highly recommended that the student and instructor develop a study plan before an exam is re-tested.
3. One Comprehensive Final Exam will be given and will cover all course material.
  - Any and all retests must be completed prior to the final exam.
  - Each student must score a 73% or better to pass the Comprehensive Final Exam to become eligible to move onto the clinical component of the course.
  - Students are allowed 1 re-test on the comprehensive final exam and must pass with a minimum of a 73%, a score lower than a 73% will result in failure to certify for the National Examination.

## QUIZZES

1. Quizzes may be administered throughout the course at the discretion of the lead instructor

## COURSE PSYCHOMOTOR SKILLS

The Lead Course Instructor will determine student competency based on learners' performance of the skill evaluated via the associated Psychomotor Skill Sheet.

By the end of the course the Lead Instructor will verify competency in each of the following skills and additionally the Lead Instructor will sign or complete the required documentation and turn it in to the EMS Academy:

1. Subcutaneous and Intramuscular Medication Administration
2. Airway Maintenance
3. BVM Ventilation
4. Supplemental Oxygen Administration
5. Continuous Positive Pressure (CPAP) Device
6. Multi-Lumen, Supraglottic Airway Device and Laryngeal Airway Devices (LMA, Combi, King etc.)
7. Inhalation Medication Administration
8. Cardiac Arrest Management/AED
9. Intranasal Medication Administration
10. Bleeding Control Shock Management
11. Long Bone Immobilization
12. Joint Immobilization
13. Traction Splinting
14. Spinal Immobilization Supine
15. Spinal Immobilization Seated

16. Patient Assessment/Management- Trauma
17. Patient Assessment/Management- Medical

Additional skills will be evaluated throughout the course.

### CLINICAL REQUIREMENTS

1. **TWO WEEKS AFTER THE START DATE OF CLASS** all students will have begun or completed and have on file with the EMS Academy:
  - a. CCHSP Background check
  - b. 10-panel UA Drug Screen
  - c. Up-to-date immunizations
  - d. Proof of medical insurance
  - e. BLS/Provider CPR card

**The above requirements must be provably started or completed within the first two weeks from the start of the course or the student may be dismissed from the course for failure to comply with clinical requirements.**

1. The Lead Instructor or a Clinical Educator will be the only one to organize clinical supervision for all students during the clinical experience.
2. A minimum of 10 patient assessments must be completed during the clinical experience; any substitutions *must be* approved by the Lead Instructor-*no exceptions*.
3. Specific clinical requirements will be addressed in the clinical notebook and reviewed with the students by the Lead Instructor.
4. All clinicals will be approved by the Emergency Medical Services Academy.
5. ***Any student who contacts one of the services, hospitals or clinics, or schedules their own shifts will be dismissed immediately.***
6. Start and end dates for clinicals will be set during the course coordination process by the EMS Academy.

### CLINICAL UNIFORM

Students must adhere to the clinical uniform at all times. Students who arrive to the clinical site improperly dressed will be sent home.

1. Black EMS pants or slacks, absolutely no jeans (not even black jeans) or torn clothing.
2. Black boots or all black shoes and socks with no logos or other colors anywhere on the shoe.
3. Black belt must be worn.
4. Unless a shirt is provided by or required to be purchased from the EMS Academy the following is to be worn for the appropriate clinical level:
  - a. EMT – Black polo or button up black collared shirt.
  - b. AEMT – Red polo or button up red collared shirt.
5. An undershirt must be white or black without visible logos showing through the over shirt.
6. Students already affiliated with a service may wear a uniform shirt **only with the Clinical Coordinator's approval**, and black EMS pants as long as they are clearly identified as a student.
7. As a part of the uniform the student must carry with them their clinical notebook and a pen. Additionally, a stethoscope is highly recommended.
8. All tattoos will be covered at all times.

9. If applicable all facial hair will be clean shaven.

### **NATIONAL REGISTRY TESTING**

Once the student has completed their clinical requirements, they have 48 hours to turn in their clinical notebook to the Lead Instructor. Once the Lead Instructor reviews and submits the proper course documentation the student's information will be submitted to the EMS Academy Representative responsible for NREMT approval. The approval process takes about 2 weeks. During that time the student should set up their NREMT account and pay the testing fee. Students will need to keep checking their NREMT account on <http://www.nremt.org/> and once they have been approved they will have to schedule a test date with Pearson VUE.

### **ATTENDANCE**

A sign-in sheet will be provided each day of class. An EMT/EMT-Basic student is NOT allowed to miss more than a total of twelve (12) hours of class time to be eligible to earn a Course Completion Certificate.

### **LATE WORK**

No late work will be accepted.

### **ACADEMIC HONESTY**

Academic dishonesty includes, but is not limited to, cheating or copying, plagiarism (claiming credit for the words or works of another from any type of source such as print, Internet or electronic database, or failing to cite the source), fabricating information or citations, facilitating acts of academic dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students. If the UNM EMS Academy or the Lead Instructor suspects any form of academic dishonesty the student may be dismissed from the class, and if dismissed will receive a failing grade (F). Students found cheating may be barred from attending any other EMS Academy courses and may face expulsion from the University of New Mexico.

### **MATURITY AND HYGIENE**

If for any reason the Instructor of the class feels that the student is in poor personal hygiene or is insufficiently mature to provide patient care or work within the guidelines of the course, the student will receive counseling regarding the deficiency. If the student does not make appropriate changes, they may be removed from the course. Additionally, due to the nature of this class students will be required to touch fellow classmates during the lab portions of the class. **Inappropriate touching will not be tolerated.**

COVID-19 Health and Awareness. UNM is a mask friendly, but not a mask required, community. If you are experiencing COVID-19 symptoms, please do not come to class. If you do need to stay home, please communicate with me at [505-620-4984] or via email at [etimothy@unm.edu](mailto:etimothy@unm.edu). This way I can work with you to provide alternatives for course participation and completion for classroom participation, except lab work. Let me, an academic advisor, or another appropriate UNM staff member know that you need support so that we can connect you to the right resources. Please be aware that UNM will publish information on websites and email about any changes to our public health status and community response.

Support:

PASOS Resource Center (505) 925-8546, <mailto:pasos@unm.edu>. The Resource Center is an on-campus center that serves as a "one-stop" for all non-academic needs of UNM-Valencia students.



Student Health and Counseling (SHAC) at (505) 277-3136. If you are having active respiratory symptoms (e.g., fever, cough, sore throat, etc.) AND need testing for COVID-19; OR If you recently tested positive and may need treatment, call SHAC. **NOTE: They are located on UNM/Main Campus.**

Lobo RESPECT Advocacy Center (505) 277-2911 can offer help with contacting faculty and managing challenges that impact your UNM experience.

For help with threats to your safety, call UNM/VC Police at: 505-925-8570

## ACCOMODATION STATEMENT

UNM Campus Students-

In accordance with University Policy 2310 and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor's attention, as he/she are not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact the instructor as to the most appropriate procedures to follow. Contact Accessibility Resource Center at 277-3506 for additional information.

UNM is committed to providing equitable access to learning opportunities for students with documented disabilities. As your instructor, it is my objective to facilitate an inclusive classroom setting, in which students have full access and opportunity to participate. To engage in a confidential conversation about the process for requesting reasonable accommodations for this class and/or program, please contact Accessibility Resource Center at [arcsrvs@unm.edu](mailto:arcsrvs@unm.edu) or by phone at 505-277-3506. The

[UNM-Valencia Equal Access Services](#) (Sarah Clawson, Coordinator), at (505) 925-8840 or by email at [sjclawson@unm.edu](mailto:sjclawson@unm.edu).

[Support: Contact me at \[505-620-4984\] or in office/check-in hours and contact.](#) The [UNM-Valencia Equal Access Services](#) (Sarah Clawson, Coordinator), at (505) 925-8840 or by email at [sjclawson@unm.edu](mailto:sjclawson@unm.edu)., Or [Accessibility Resource Center \(https://arc.unm.edu/\)](https://arc.unm.edu/) at <mailto:arcsrvs@unm.edu> (505) 277-3506.

Tutoring Support:

Resources to support study skill and time management are available through UNM-Valencia Learning Commons (Tutoring)

Tutoring is available to you in math, science, writing, and other subjects through the Learning Commons: Learning and STEM Centers and Writing Center. In person tutoring is in these centers in the LRC (the building that also has the library). Tutoring in Zoom and, for writing, through email, is also available.

Making use of tutoring is a fantastic way to use your resources and set yourself up to learn deeply and well in your courses. To schedule an appointment, please go to: Learning Commons Bookings  
If you are making an email appointment with the Writing Center, email your draft to [tutor@unm.edu](mailto:tutor@unm.edu) after you fill out the form above.

If you have difficulty with the scheduling link above, would like an appointment in a subject not listed at that link, or have a question, email [tutor@unm.edu](mailto:tutor@unm.edu). You'll get answers during business hours Monday through Friday.

The webpage, with more details about available hours, is here: [Learning Commons: Tutoring Services webpage](#).

Center for Academic Program Support (CAPS). Many students have found that time management workshops can help them meet their goals (consult (CAPS) website under "services").

Certificate and Other Campus Students-



In accordance with University Policy 2310 and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor's attention, as he/she are not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact the instructor as to the most appropriate procedures to follow. Your instructor will notify the appropriate campus resources and/or the EMS Academy in regard to certificate courses. The EMS Academy relies on Disability Services Office and Accessibility Resource Center for assistance in developing strategies and verifying accommodation needs.

Technical standards for UNM School of Medicine EMS Academy can be accessed online at the EMS Academy website under the link to "UNM EMS Academy Policies"

<http://emed.unm.edu/emsa/education/current-students/Form%20and%20Policies.html>

### **STATEMENT OF NON-DISCRIMINATION**

The University of New Mexico Department of Emergency Medicine is committed to providing equal educational opportunity and creating and maintaining an atmosphere free from all forms of discrimination and harassment.

University of New Mexico policy in combination with Federal and State law forbid unlawful discrimination on the basis of race, color, religion, national origin, physical or mental disability, age, sex, sexual preference, gender identity, ancestry, medical condition, or spousal affiliation in the provision of educational programs.

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered "responsible employees" by the Department of Education (see pg. 15 -

<http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, see: <https://policy.unm.edu/university-policies/2000/2740.html>

**Land Acknowledgement:** Founded in 1889, the University of New Mexico sits on the traditional homelands of the Pueblo of Sandia. The original peoples of New Mexico Pueblo, Navajo, and Apache since time immemorial, have deep connections to the land and have made significant contributions to the broader community statewide. We honor the land itself and those who remain stewards of this land throughout the generations and also acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history. Faculty Resource: Information provided by UNM's Division for Equity and Inclusion can support building an inclusive classroom, <https://diverse.unm.edu/education-and-resources/programs/index.html>.

**Citizenship and/or Immigration Status:** All students are welcome in this class regardless of citizenship, residency, or immigration status. Your professor will respect your privacy if you choose to disclose, or not to disclose, your immigration status. As with all students in the class, any family emergency-related absences are normally excused with reasonable notice provided to the course instructor, as noted in the attendance guidelines above. UNM as an institution has made a core commitment to the success of all our students,

including members of our undocumented community. The Administration's welcome is found on our website: <http://undocumented.unm.edu/>.

**Respectful and Responsible Learning:** We all have shared responsibility for ensuring that learning occurs safely, honestly, and equitably. Submitting material as your own work that has been generated on a website, in a publication, by an artificial intelligence algorithm, by another person, or by breaking the rules of an assignment constitutes academic dishonesty. It is a student code of conduct violation that can lead to a disciplinary procedure. Please ask me for help in finding the resources you need to be successful in this course. I can help you use study resources responsibly and effectively. Off-campus paper writing services, problem-checkers and services, websites, and AIs can be incorrect or misleading. Learning the course material depends on completing and submitting your own work. UNM preserves and protects the integrity of the academic community through multiple policies including policies on student grievances (Faculty Handbook D175 and D176), academic dishonesty (FH D100), and respectful campus (FH CO9). These are in the Student Pathfinder (<https://pathfinder.unm.edu>) and the Faculty Handbook (<https://handbook.unm.edu>).

Support: Many students have found that time management workshops or work with peer tutors can help them meet their goals. These and are other resources are available through PASOS (Pathways to Articulation and Sustainable Opportunities for Students), TRIO Student Support Services, and Student Learning Support at the Center for Teaching and Learning.

Connecting to Campus and Finding Support: UNM has many resources and centers to help you thrive, including opportunities to get involved, mental health resources, academic support including tutoring, resource centers for people like you, free food at Valencia Campus Food Pantry, and jobs on campus. Your advisor, staff at the resource centers and Academic Affairs Office, and I can help you find the right opportunities for you.

#### Other Campus or Branch Campus Students-

The UNM EMS Academy operates under the above policies, if your course is located on another campus, there may be additional or other resources to assist you. Please contact your instructor, campus program coordinator or EMS Academy Director for assistance. If you are a non-academic certificate student (not receiving academic credit) you will follow the above listed policy.

Any EMS student who has concerns about discrimination or sexual harassment may, if he or she chooses to, talk with his/her academic advisor, instructor, EMS Academy Director and/or the Chair of the Department of Emergency Medicine.

Instructors across UNM campuses have boosted academic outcomes and positive engagement by drawing on the Student Experience Project—a UNM-tested and research-based approach to building an inclusive classroom. You can find SEP practices in the SEP Resource Hub, including information in the First Day Toolkit on designing a welcoming and equitable syllabus.

We continue to serve one of the most diverse student bodies in the country, including high percentages of students of color, transfer, first generation, and financially stressed students. We proudly provide our students with a pathway and access to an R1 education. Instructors can be especially effective in supporting students to course completion by providing timely, specific, and supportive feedback; fostering community and connection in the classroom; and normalizing the use of support resources. Let's make this a successful Spring 2023 Semester!

### SYLLABUS ACKNOWLEDGEMENT

*Please read and initial*

- \_\_\_\_\_ I understand that there is a required textbook for this class as well as the ranking of sources of information.
- \_\_\_\_\_ I understand the number and type of exams that I will be required to take during the length of the course as well as the re-test policy for exams.
- \_\_\_\_\_ I understand the instructor’s grading policies, and that a passing score in the class for any graded material is a 73% or greater.
- \_\_\_\_\_ I understand the requirements that must be met to be eligible for an EMT/EMT-Basic Course Completion Certificate.
- \_\_\_\_\_ I understand that it is my responsibility to notify my instructor, college accessibility resource center or the EMS Academy within the first two weeks of class if I have either a physical or learning disability that requires special consideration.
- \_\_\_\_\_ I understand the policy regarding attendance.
- \_\_\_\_\_ I understand that I am bound by all existing UNM policies pertaining to academic honesty as well as the consequences defined in the syllabus.
- \_\_\_\_\_ I understand the policy regarding extra credit as well as the policy regarding the acceptance of late work.
- \_\_\_\_\_ I understand the issue of maturity and how it relates to the requirements of becoming an EMT/EMT-Basic.
- \_\_\_\_\_ I understand the expectation concerning personal hygiene.
- \_\_\_\_\_ I understand the expectation concerning my conduct when touching other student’s as well as the expectations of professional behavior throughout the course.
- \_\_\_\_\_ I understand the Zero Tolerance Policy concerning any type of harassment or discrimination.
- \_\_\_\_\_ I understand the ramifications of practicing my skills prior to licensure.
- \_\_\_\_\_ I understand the UNM EMS Academy Clinical Requirements, Uniform, and Experience policies.
- \_\_\_\_\_ I understand I must successfully complete all required Patient Assessments and demonstrate competency for all Psychomotor Skills, some of which may be invasive or strenuous as specified by the Technical Standards, in order to be eligible for Certification as an EMT-Basic.

**PRINT NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_



**SCHOOL OF MEDICINE**  
EMERGENCY MEDICAL SERVICES ACADEMY

Lecture	Delivery of cognitive course content, non lab					
Labs	Psychomotor Skills					
Skills Testing	Psychomotor Testing					
Standard Assessment Scenarios	Required Standard Assessment Scenarios					
Exams	Block Exams					
Date	Time	HRS.	Textbook - AAOS 12th Edition	BLK	Reading	Ratio
<b>Block 1 Chapters 1-4</b>						
Wednesday, January 17, 2024	900	1	Course Introduction and Paperwork	1	EMSA Sign-up & Syllabus	
	1000	1	EMS Systems	1	Chapter 1	24/1
	1100	1.5	Workforce Safety and Wellness	1	Chapter 2	24/1
	1300	1.5	LAB: Hand washing, Proper Glove donning/doffing, Managing a Potential Exposure	1		12/1
	1430	1	Medical, Legal and Ethical Issues	1	Chapter 3	24/1
Monday, January 22, 2024	900	1.5	Communication and Documentation	1	Chapter 4	24/1
	1130	2	LAB Communication and Documentation Exercises	1		12/1
Monday, January 22, 2024	1430	1	<b>Block 1 Exam</b>			
<b>Block 2 Chapters 5-7</b>						
Wednesday, January 24, 2024	900	1.5	Medical Terminology	2	Chapter 5	24/1
	1030	2	The Human Body	2	Chapter 6	24/1
	1230	2	LAB The Human Body: Organs/Zones Identification	2		12/1
	1430	1	Life Span Development:	2	Chapter 7	24/1
Friday, January 26, 2024	900	1	<b>Block 2 Exam</b>			
<b>Block 3 Chapters 8-11</b>						
Friday, January 26, 2024	1000	1	Lifting and Moving Patients	3	Chapter 8	24/1
	1100	3	Lifting and Moving Patients-One-Handed, Carrying a Patient on Stairs, Using a Stair Chair, Rapid Extrication Technique, Direct Ground Lift, Extremity Lift, Direct Carry, Scoop Stretcher, Loading a Stretcher into a Ambulance	3		12/1
	1400	2	A Team Approach to Healthcare	3	Chapter 9	24/1
Monday, January 29, 2024	900	2	Patient Assessment	3	Chapter 10	24/1
	1100	3	Patient Assessment Part I-Scene Size Up, Primary Survey, History Taking	3		12/1
(Start) 01/29/2024 (Finish) 01/31/2024	1400	2	Vital Signs Lab: Blood Pressure, Heart Rate, Respiratory Rate, Pulse Oxygen Saturation, BGL, and Capnography	3		12/1
Wednesday, January 31, 2024	1000	2	Airway Management	3	Chapter 11	24/1
	1200	3	Airway Management, Oxygen Administration, BVM Ventilation, NPA/OPA and Advanced Airways	3		12/1
Monday, February 5, 2024	900	2	Cont. Airway Management, CPAP, BVM Ventilation, and Advanced Airways	3		12/1

Monday, February 5, 2024	1100	1	Block 3 Exam	3		
Monday, February 5, 2024	1200	2	Psychomotor Skills Testing: Airway Mgmt, BVM Ventilation, and O2 Administration and Supraglottic Airway Devices	3		12/1
			Block 4 Chapters 12-14			
Monday, February 5, 2024	1400	2	Principles of Pharmacology	4	Chapter 12	24/1
Wednesday, February 7, 2024	900	4	SQ/IM Medication Administration and Medical Math	4		12/1
	1200	2	Shock	4	Chapter 13	24/1
Monday, February 12, 2024	900	2	BLS Resuscitation	4	Chapter 14	24/1
	1100	2	BLS Resuscitation: CPR, AED, foreign body obstruction	4		12/1
Monday, February 12, 2024	1300	1	Block 4 Exam	4		
Wednesday, February 14, 2024	900	1.5	Psychomotor Skills Testing: Subcutaneous and Intramuscular Medication Administration	4		
	1130	1.5	Psychomotor Skills Testing: Inhalation Medication Administration, Intranasal Medication Administration	4		
	1300	2	BLS Resuscitation: CPR, AED, foreign body obstruction	4		
			Block 5 Chapters 15-19			
Monday, February 19, 2024	900	1	Medical Overview	5	Chapter 15	24/1
	1000	2	Respiratory Emergencies	5	Chapter 16	24/1
	1200	2	Respiratory Emergencies Patient Assessments/Scenarios	5		12/1
(Start) 02/19/2024 (Finish) 02/21/2024	1400	2	Cardiovascular Emergencies	5	Chapter 17	24/1
Wednesday, February 21, 2024	1000	4	Cardiovascular Emergencies Patient Assesemnts/Scenarios	5		12/1
	1400	2	Neurologic Emergencies	5	Chapter 18	24/1
Monday, February 26, 2024	900	2	Neurologic Patient Assessments/Scenarios	5		12/1
	1100	2	Gastrointestinal and Urologic Emergencies	5	Chapter 19	24/1
	1300	2	Gastrointestinal, Urologic, Neurologic Patient Assessments/Scenarios	5		12/1
Wednesday, February 28, 2024	900	1	Block 5 Exam	5		
			Block 6 Chapters 20-24			
Wednesday, February 28, 2024	1000	2.5	Endocrine and Hematologic Emergencies	6	Chapter 20	24/1
	1230	2.5	Endocrine and Hematologic Emergencies Patient Assessments/Scenarios	6		12/1
Monday, March 4, 2024	900	2	Allergy and Anaphylaxis	6	Chapter 21	24/1
	1100	2	Allergy and Anaphylaxis Patient Assessments/Scenarios	6		12/1
	1300	2	Toxicology	6	Chapter 22	24/1
Wednesday, March 6, 2024	900	2	Toxicology Patient Assessments/Scenarios	6		12/1
	1100	2	Behavioral Health Emergencies	6	Chapter 23	24/1
	1230	2	Behavioral Health Patient Assessments/Scenarios	6		12/1

March 10, 2024 to March 17, 2024		SPRING BREAK			NO CLASSES	
Monday, March 18, 2024	900	1	Return-Review/Gynecological Emergencies	6	Chapter 24	24/1
Monday, March 18, 2024	1100	1	Gynecological Emergencies/Scenarios	6		12/1
Monday, March 18, 2024	1200	1	Block 6 Exam			
Monday, March 18, 2024	1300	2.5	Introduction to Standardized Scenarios		Medical Limited	
			Block 7 Chapters 25-29			
Wednesday, March 20, 2024	900	1	Trauma Overview	7	Chapter 25	24/1
	1000	2	Lab: Trauma Patient Assessment Part I-Scene Size Up, Primary Survey, History Taking	7		12/1
	1200	2	Lab: Trauma Patient Assessment Part II-Secondary Assessment, Vital Signs, Reassessment	7		12/1
	1400	1	Bleeding	7	Chapter 26	24/1
Monday, March 25, 2024	900	2	Lab: Bleeding Control/Shock Management, Tourniquet, and Epistaxis	7		12/1
	1100	2	Soft Tissue Injuries	7	Chapter 27	24/1
	1200	2	Lab: Soft Tissue Injury Patient Management/Scenarios	7		12/1
Wednesday, March 27, 2024	900	2	Face and Neck Injuries	7	Chapter 28	24/1
	1100	2	Head and Spine Injuries	7	Chapter 29	24/1
	1300	1.5	Spinal Immobilization Supine Patient	7		12/1
	1430	1.5	Spinal Immobilization Seated Patient	7		12/1
Monday, April 1, 2024	900	1	STANDARD ASSESSMENT SCENARIOS		Trauma Limited	12/1
Monday, April 1, 2024	1000	1	Block 7 Exam	7		
Monday, April 1, 2024	1100	3	Psychomotor Skills Testing: Bleeding Control Shock Management	7		
			Block 8 Chapters 30-33			
Wednesday, April 3, 2024	900	1	Chest Injuries	8	Chapter 30	24/1
	1000	1.5	Chest Injuries Patient Management/Scenarios	8		12/1
	1130	1.5	Abdominal and Genitourinary Injuries	8	Chapter 31	24/1
	1400	1.5	Abdominal and Genitourinary Injuries Patient Management/Scenarios	8		12/1
Monday, April 8, 2024	900	2	Orthopedic Injuries	8	Chapter 32	24/1
	1100	2	Lab: Long Bone Immobilization, Joint Immobilization, Traction Splints	8		12/1
	1300	3	Environmental Emergencies	8	Chapter 33	24/1
Wednesday, April 10, 2024	900	1	Environmental Emergencies Patient Management/Scenarios	8		12/1
Wednesday, April 10, 2024	1000	1	Block 8 Exam	8		
Wednesday, April 10, 2024	1100	2	Psychomotor Skills Testing: Joint Immobilization, Long Bone Immobilization	8		
	1300	1.5	Traction Splint, Spinal Immobilization	8		
			Block 9 Chapters 34-37			

Monday, April 15, 2024	900	2	Obstetrics and Neonatal Care	9	Chapter 34	24/1
	1100	2	Obstetric and Neonatal Patient Management/Scenarios and birthing lab	9		12/1
	1300	3	Pediatric Emergencies	9	Chapter 35	24/1
Wednesday, April 17, 2024	900	3	Pediatric Patient Management/Scenarios	9		12/1
	1200	2	Geriatrics Emergencies	9	Chapter 36	24/1
(Start) 04/17/2024 (Finish) 04/22/2024	1500	2	Geriatric Patient Management/Scenarios	9		12/1
Monday, April 22, 2024	1000	1.5	Patients With Special Challenges	9	Chapter 37	24/1
	1130	2	Patients With Special Challenges Patient Management/Scenarios	9		12/1
Monday, April 22, 2024	1330	1	Block 9 Exam	8		
			Block 10 Chapters 38-41			
Monday, April 22, 2024	1430	1	Transport Operations	10	Chapter 38	24/1
Wednesday, April 24, 2024	900	2	Vehicle Extrication and Special Rescue	10	Chapter 39	24/1
	1100	2	Incident Management	10	Chapter 40	24/1
	1300	1.5	FEMA IS 100 & 700; Instructions in Read Me First Document; Student Certificates will be turned into EMS Academy-Collect and Review	10	Can be assigned as homework	24/1
Monday, April 29, 2024	900	2	START Triage and Hazardous Materials Awareness	10		12/1
	1200	2	Terrorism Response and Disaster Management	10	Chapter 41	24/1
	1400	2	Disaster Patient Management/Scenarios or Mini MCI	10		12/1
Wednesday, May 1, 2024	900	1	Meet with Clinical Coordinator		FISDAP	
Wednesday, May 1, 2024	1000	1	Block 10 Exam	10		
Wednesday, May 1, 2024	1200	3	STANDARD ASSESSMENT SCENARIOS		Medical/Trauma	
Monday, May 3, 2024	900	3	WRAP-UP STANDARD ASSESSMENTS		Medical/Trauma	
Monday, May 3, 2024	1200	3	Comprehensive Course Review			
Monday, May 6, 2024	900	2	Comprehensive Final Exam			
Monday, May 6, 2024	1100	3	Psychomotor Skills Testing: Medical Patient Assessment			
Wednesday, May 8, 2024	900	3	Psychomotor Skills Testing: Trauma Patient Assessment			
Wednesday, May 8, 2024	1200	2	Final Exam Retake If Needed		Course Evaluations	
Must be submitted within 48 hours after the administration of the Comprehensive Final Exam.		186	Required Course Paperwork (grades submitted, student evaluations etc)			

*This is a recommended breakdown of time allotment for covering topics within the blocks. The schedule here totals 180 hours, but you are able to adjust timing of activities as needed.*

*When creating your schedule, keep in mind that content within a block can be taught in any order desired, however blocks are specifically sequenced and content cannot be moved from one block to another, nor can blocks be arranged in a different order.*

*We'd like to help if any changes in your schedule arise, so please let us know as soon as possible whenever it looks like there might be a change needed.*