## Health 2 : First Aid & Safety Syllabus

Fall 2014 Reedley College

Course Section: 59979 Instructor Name: Edward Kraus

Units: Units 3 (Pass/No Pass) E-Mail: edward.kraus@reedlycollege.edu

Time: MF 2:00 – 3:15pm Telephone: 559-638-3641 (Main Office)

Location: MUS 170 Office Hours: By Appointment

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| **Course Catalogue Description**This course is designed to prepare citizen responders with the knowledge and skills necessary to respond to emergency and first-aid situations. First aid, CPR, and AED for adults, children and infants are included in this course. **Primary Learning Outcomes**In the process upon completing this course, students will be able to:A. Demonstrate the knowledge of the skills and techniques used in the application of first aid procedures.B. Identify and explain the signs and symptoms of life-threatening injuries and illnesses and perform first aid  for each.C. Discuss and analyze life-threatening situations. **Prerequisites**Advisories: ENGL 125 & 126 |

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| **Required Materials for this Course**1). Text: First Aid/CPR/AED Standard Author: American College of Emergency Physicians Publisher: Jones & Bartlett Edition: 6th ISBN: 978-1-4496-2662-42). A computer with Internet access (especially to Blackboard). Assignments, grades and other relevant information for this class will be posted on Blackboard. It is your responsibility to check Blackboard on a regular basis.3). 5- 882 Scantrons4). 5- 815 Quizstrips5). First Aid Kit Supplies6). Medical Emergency Presentation Supplies |

## **Examinations and Major Assignments**

A. Attendance & Participation. Attendance will be recorded on a daily basis. At the start of class each student must clearly print their name on the sign-in sheet. Failure to sign in or sign in and leave early will result in an absence for the day. Students are allowed to only miss (3) consecutive/equivalent days of class prior to the 9th week final drop date on (**Friday, October 10**). Any student who has exceeded this limit **MAY** be dropped from the class. After the final drop date has passed, every student enrolled in the class will receive a letter grade. After the drop date, any student enrolled in the class who has exceeded the (3) class session limit will **LOOSE 5 PARTICIAPTION POINTS FROM THE TOTAL POINTS FOR EACH ABSENCE OVER THE 3 CLASS LIMIT.** **Students with one absence will receive 5 extra credit participation points at the end of the semester.** Participation is mandatory. Participation means coming to class on time, having read the chapter before class, listening to lectures, taking notes, not leaving early (unless prior arrangements have been made before class), participating in group activities and not using disruptive electronic devices! Coming to class on time and being prepared will help you achieve success!

If for some reason you know you are going to be absent on the date something is due, **IT IS YOUR RESPONSIBILITY TO LET THE INSRUCTOR KNOW SEVERAL DAYS IN ADVANCE** and arrange for a make-up. Students who fail to notify the instructor will not be allowed a make-up.

**The last day to drop a full-term class to get a refund is Friday, August 22.**

**The last day to register or drop a full-term class without receiving a “W” on is Friday, August 29.**

**The last day to drop a full-term class and then receive a letter grade after is Friday, October 10.**

**IT IS THE FINAL RESPONSIBILITY OF THE STUDENT TO WITHDRAW FORM THE CLASS.**

## B. Five unit exams worth 100 points each for a total of 500 points. Each exam will cover all the chapters in one unit to include readings and unit lectures. The unit exams will not be comprehensive, cannot be made up (unless prior arrangements have been made before the exam date) and no exams will be dropped.

## C. Five unannounced unit quizzes worth 5 points each for a total of 25 points. Each quiz will cover one or all of the chapters in one unit and may be given at the beginning, middle or end of a unit. A quiz may be given during any time in a class and cannot be made up.

D. First Aid preparation kit for the workplace or home and a list of its contents for a total of 20 points. So many homes and workplaces do not have a first aid kit. What happens if there is an emergency!? What supplies do you have to control bleeding!? This is the time to answer these questions. Based on all of the information you learn from class create a first aid kit with the appropriate supplies (gloves, gauze pads, roller bandages, Band-Aids, etc.). In addition to creating the first aid kit, list all of the contents inside and the purpose of the supplies. Do not make the list wordy and complicated. List an item and state what it is used for (1. Gloves – Protection from bodily fluids). **The list needs to be typed, your choice of font styles (as long as I can read it), font size of 12 or larger, and you may use numbers or letters to list.** You will keep the first aid kit after it is graded. Do not make it complicated and expensive, be creative and have fun!

## E. Medical emergency presentation worth 25 points. With a partner, students will be able to pick a medical emergency from a list of topics (bee sting, asthma attack, seizure, sprain, puncture, etc.) in Unit 4: Sudden Emergencies. Each group will then create a scenario that caused the emergency situation and explain in order and detail how you would provide the appropriate medical care. **How to put it together: The scenario and steps need to be typed in a 12 font or higher, you may use letters or numbers to keep the steps organized as long as the steps are explained. For example, do not simply tell me “Step 1. Put on gloves.” Explain to me why you need to put on gloves. Do not write a paragraph for each step but I want to be sure you know why the appropriate steps are taken. Use a Tri Board to attach the scenario and steps along with pictures (printed or hand drawn) and anything else you can think of that relates to the medical emergency you have chosen. Helpful Hints: Think about how big a Tri Board is and get creative with it. You can paint it, glue items on, attach an interview/s (don’t put the name of who you interviewed on it), etc. The more creative, PROBABBLY the more extra credit you will receive. Think science fair when you were younger! This is the time to get creative!**

## F. First Aid/CPR cards are handed out to those who participate in and pass all skill drills on the assigned date and receive an 80% or higher on all unit exams. This is actually a requirement by the medical certifying agency to become certified and there are no exceptions.

## G. Unit skill demonstration points are worth 130 points. Certain chapters have a skill or skills that need to be

##  completed and passed. **Students need to complete and pass all skills on the assigned date to get certified.**

## H. Yes, I believe in extra credit. Extra credit will be offered through out the semester at the discretion of the instructor.

## **ELECTRONIC DEVICES**

## **ALL DISRUPTIVE ELECTRONIC DEVICES ARE PROHIBITED TO ACTIVE DURING CLASS UNLESS OTHERWISE ATHORORIZED BY THE INSTRUCTOR**. If for some reason you need to have your cell phone on for an emergency, inform the instructor before class. Aside for an emergency, **ANY** electronic device usage is prohibited.

## Any time a device is active, you will be asked to leave class, marked absent for the day, receive a “0” on any assigned material you are working on in class (including exams and quizzes) and loose five participation points.

## **Class Rules**

## Attend all class sessions.

## Arrive to class on time and attend the entire session.

## Leave prior to the end of the class and you will be marked absent.

## Take care on any personal need (i.e., restroom, getting a drink outside, sharpening a pencil) before class begins.

## Sit in assigned seating.

## Actively participate in the class.

## **DISRPUTIVE ELECTRONIC DEVICES MUST BE TURNED OFF AND PUT AWAY IN CLASS.**

## **Note passing, conversations, or signing will not be tolerated during class lectures, presentations or activities. NO NAPPING OR YOU WILL BE ASKED TO LEAVE AND MARKED ABSENT FOR THE DAY.**

## No guests.

## You are expected to read each unit before class to interact in discussions and activities. It is expected that you complete all assignments and activities on time.

## **Grading**

**Attendance is mandatory!** If you are absent from class, it is your responsibility to check on announcements made while you were away.

**Percent Distribution (Weighting of all assigned work.)**

Letter grades will be based upon the following (see above for specifics):

1. 5 Unit Exams = 500 points

2. 5 Unannounced Quizzes = 25 points

 3. First Aid Kit = 20 points

 4. Medical Emergency Presentation = 25 points

 5. Skills = 130 points

 **Total possible Points = 700 Points**

**Grade Scale**

A = ≥ 90% ……(of total points = 630 - 700)

B = 89 – 80 % ……(of total points = 560 - 629)

C = 79 – 70% ……(of total points = 490 - 559)

D = 69 – 60% ……(of total points = 420 - 489)

F = ≤ 59% ……(of total points = 419 or less)

## **Academic Honesty**

*“Because cheating, plagiarism, and collusion in dishonest activities erode the integrity of the college, each student is expected to exert an entirely honest effort in all academic endeavors. Academic dishonesty in any form is a very serious offense.” (RC Catalogue page 48)*

**Accommodations**

*If you have verified need for and academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disability Act (ADA) or Section 504 of the Rehabilitation Act please contact me as soon as possible. If you require additional study materials or help with taking notes please feel free to contact me.*

## **The schedule and procedures for this course are subject to change in the event of extenuating circumstances.**

## Health 2 Tentative Course Schedule

## Fall 2014

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| Week | Dates | Topic | What’s Due |
| 1 | Mon 8/11/14 Fri 8/15/14 | Orientation to course & handoutsUnit 1: Introduction & Assessment Ch. 1: Background Information | Ch. 1 |
| 2 | Mon 8/18/14 Fri 8/22/14 | Unit 1: Introduction & Assessment Ch. 2: Action at An Emergency Unit 1: Introduction & Assessment Ch. 3: Finding Out What’s Wrong | Ch. 2 Ch. 3 |
| 3 | Mon 8/25/14 Fri 8/29/14  | Unit 1: Skill Drills/ReviewUnit 1: Exam | **Print Skill Sheet** **Unit 1: Exam** |
| 4 | Mon 9/1/14 Fri 9/5/14 | **LABOR DAY**Unit 2: Soft Tissue Injury Ch. 7: Bleeding | **No Class** **Ch. 7** |
| 5 | Mon 9/8/14 Fri 9/12/14 | Unit 2: Soft Tissue Injury Ch. 8: Wounds Unit 2: Soft Tissue Injury Ch. 9: Burns | Ch. 8Ch. 9 |
| 6 | Mon 9/15/14 Fri 9/19/14 | Unit 2 Soft Tissue Injuries Ch. 17: Cold-Related Emergencies Unit 2: Skill Drills/Review | **Ch. 17****Print Skill Sheet**  |
| 7 | Mon 9/22/14Fri 9/26/14 | Unit 2: Exam Unit 3: Muscle-Skeletal Injuries Ch. 10: Head and Spinal Injuries  | **Unit 2: Exam****Ch. 10** |
| 8 | Mon 9/29/14 Fri 10/3/14 | Unit 3: Muscle-Skeletal Injuries Ch. 11: Chest, Abdominal and Pelvic Injuries Unit 3: Muscle-Skeletal Injuries Ch. 12: Bone, Joint and Muscle Injuries  | Ch. 11 Ch. 12 |
| 9 | Mon 10/6/14Fri 10/10/14 | Unit 3: Muscle-Skeletal Injuries Ch. 13: Extremity Injuries Unit 3: Skill Drills/Review | **Ch. 13****Print Skill Sheet****First Aid Kit Monday or Friday** |
| 10 | Mon 10/13/14Fri 10/17/14 | Unit 3: Exam Unit 4: Sudden Emergencies Ch. 14: Sudden Illness | **Unit 3: Exam** **Ch. 14** |
| 11 | Mon 10/20/14 Fri 10/24/14 | Unit 4: Sudden Emergencies Ch. 14: Sudden Illness Unit 4: Sudden Emergencies Ch. 15: Poisoning | Ch. 14 Ch. 15 |
| 12 | Mon 10/27/14 Fri 10/31/14 | Unit 4 Sudden Emergencies Ch. 16: Bites and Stings Unit 4: Sudden Emergencies Ch. 18: Heat-Related Emergencies | Ch. 16 Ch. 18 |
| 13 | Mon 11/3/14Fri 11/7/14 | Unit 4: Sudden Emergencies Ch.19: Rescuing and Moving Victims/ReviewUnit 4: Exam  | **Ch. 19****Unit 4: Exam** |
| 14 | Mon 11/10/14 Fri 11/14/14 | Unit 5: Life Threatening Emergencies Ch. 4 CPRUnit 5: Life Threatening Emergencies Ch. 5: AED | Ch. 4Ch.5 |
| 15 | Mon 11/17/14 Fri 11/21/14 | Unit 5: Life Threatening Emergencies Ch. 6: ShockUnit 5: Skills | **Ch. 6****Print Skill Sheet** |
| 16 | Mon 11/24/14 Fri 11/28/14 | Unit 5: Skills **THANKSGIVING** | **Print Skill Sheet****No Class** |
| 17 | Mon 12/1/14 Fri 12/5/14 | Unit 5: Medical Emergency PresentationUnit 5: Medical Emergency PresentationUnit 5: Review | **Presentation****Presentation** |
| 18 | Mon 12/8/14 | **Unit 5: Exam – FINAL EXAM - 2:00-3:50???** | **Unit 5: Exam** |
| 19 | Fri 12/12/14 | Last Day of School |  |