



EMSP 1164 EMT Basic Practicum

Course Syllabus: Summer 2025

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

Instructor: Tom Craft RN, LP, BS, AAS

Office: IA 114A1

Phone: 903-434-8269

Email: wcraft@ntcc.edu

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700		

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

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description:

1 credit hour.

Lecture/Lab/Clinical: One hundred twenty-eight hours of clinical in an emergency department, labor and delivery, and mobile intensive care unit.

Prerequisite(s): none

Co-requisite(s): EMSP 1501

Instruction providing detailed education, training and work-based experience, and direct patient/client care, generally at a clinical site. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the College faculty. Clinical experiences are unpaid external learning experiences.

Student Learning Outcomes:

1. Integrate pathophysiological assessment findings to formulate a field impression of medical and trauma patients.
2. Integrate pathophysiological assessment findings to formulate a field impression of special population patients.
3. Integrate pathophysiological assessment findings to formulate a field impression and treatment plan for emergency patients in the prehospital setting

Evaluation/Grading Policy: Grading of the Domain Sections

All EMS courses have a cognitive and affective grading domain. A passing grade must be achieved in all of those domains in order to pass the course. If both domains are passed, the letter grade will be assigned based on the performance in both domains. A 75 is required to pass the course in all sections and domains, or you will fail the entire course.

All ICS modules, the GCS assignment, the Vital Sign assignment, and ALL clinical days must be completed prior to the last class day to receive a passing grade in this class.

Clinical paperwork for each clinical is due at the next class period. A five-point deduction per class day will be deducted from that day’s clinical paperwork until the paperwork is turned in.

A grade of 70 for each Clinical Day's paperwork must be obtained, or that Clinical Day must be repeated, until a grade of 70 is obtained.

The following is a breakdown of the grade weights

Assignments	40%
Clinical Paperwork	60%

Clinical Hours and Categories:

Emergency Department	48
EMS Field Experience	84

Required Instructional Materials: Emergency Care and Transportation of the Sick and Injured 12th Edition

Publisher: AAOS Jones and Bartlett
ISBN Number: 9781284204308

Optional Instructional Materials:

Articles printed off line Minimum Technology Requirements: A computer and access to a printer.

Required Computer Literacy Skills: You must be able to use a computer and access the internet.

Communications: I will answer emails within 24 hours *Reminder: NTCC email is the official form of communication used by the college. If you email me from your personal email, I will send the response to your NTCC email and not copy the personal address. All students are required to use the Remind App (email, text or both)

Institutional/Course Policy: You must attend this course. Four absences will result in an F. This is not an online course. Please do not treat it as if it is one. Even excused absences will count toward your four. You may rewrite an assignment only if it is turned in on time. Head phones are not allowed. Please use your phones only if asked during instruction. Otherwise they should not be on your table. If asked, please put them away.

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.

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 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 request accommodations. 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.

Dress Code Policy

Students of the EMT-B and Paramedic programs are required to attend clinical rotations in full designated uniforms. All of the sites in which clinicals are performed also have even further strict policies regarding personal appearance and hygiene. Professionalism, personal appearance and hygiene are also a graded requirement in the EMS classroom, lab and clinical.

A. Clinical and Classroom Uniform

The following page describes the NTCC EMS Program uniform which will properly be worn at all times in clinical settings. Occasional spot inspections will be held to promote student compliance. Students who show up to clinical without a total proper uniform will be sent home for that clinical and it will be logged in as an unexcused absence on the student's record. Therefore, it is highly recommended that each student have a second uniform with them on clinical rotations for use in the event the first uniform gets soiled or contaminated by blood or other body fluids.

Mandatory Minimum Uniform / Equipment Requirements

**** Official NTCC EMS shirt to appropriate certification level (Blue for EMT-B students)**

[Both a short-sleeve and long-sleeve version is available for students to purchase]

****Blue NTCC EMS Program T-shirt**

NOTE: A blue long sleeve t-shirt or blue turtleneck may be worn under the uniform shirt of an EMT-B student in cooler weather conditions or to conceal body tattoos. No other colors (including white) are allowed to be worn under the primary uniform shirt or extend beyond the sleeves.

****Black EMS uniform pants**

No BDU/bloused pants.

****Black Boots/Shoes**

(Shoes must be plain & polish-able leather tennis/coaching shoes; plain toe).

****Black Belt – 2” minimum width**

****NTCC EMS authorized Ball Cap -- Allowed for field Clinical and outdoors only**

****Black Pen, Small Note Pad, an Enclosed Clipboard/Notebook**

****Stethoscope with a minimum of medium/high grade quality -- Paramedic students.**

OPTIONAL / PERSONAL Items of Concern

****NTCC EMS Embroidery Red Utility T-Shirt for paramedic students and Blue for EMT students**

(can be purchased by student to be worn exteriorly to class or lab only)

****Light Jacket. Must be black in outer color. No Hoodies.**

(However, rain jackets can be Neon Yellow or Orange)

items not allowed as a part of the ems uniform

****No unauthorized hats, caps, ear muffs, or winter headbands allowed in class, lab, or clinicals (limited).**

****JEWELRY:** No necklaces that can be viewed outside the uniform shirt.

B. . Program ID

Within the first two days of class, a student's picture will be taken at the beginning of class and an official NTCCEMS Student ID will be made. However, students will NOT be given the ID until ALL program required entry documentation is in the student's file. Once issued, the program ID is to be worn by ALL students at all times while actively participating in EMS Program activities. As such, once it is issued, the ID's will be worn during designated classroom/lab activities as well as all clinical rotations, on the right shirt collar with the picture showing. The picture ID is the property of the NTCC EMS Program and must be returned upon request at the end of the semester in order to be given a Course Completion Certificate.

- 1) **Replacement ID's due to Loss, Name Change, or Appearance/Hair Change, Damage**
Students are provided their first ID free of charge. However, if the student loses their ID, drastically changes their appearance (such as changing hair color/style, shaves a beard/mustache), has a name changed during their time in the program, or damages the ID through negligence (ie: washing) the student will be required to pay for any new ID. Note that any such replacement may take a week to get done and subsequently affect the student's

clinical attendance. So please make every effort to keep up with these ID's and maintain a "neutral" look while within the EMS Program.

Program AND/OR Clinical faculty may confiscate the program ID at any time, for violations of the uniform policy (both on campus or clinical sites), for violations of the professionalism policy, or for other issues related to ethical or moral behavior. Students are not allowed to participate in any clinical rotations while the program ID is in the possession of the Program. The EMS Program may return the program ID to the student after the following condition(s) has been met:

- Formal written request from the student detailing what actions will be taken to correct the issues which led to the confiscation of the ID.
- Conference with Program Director concerning the issue.

C. Grooming / Hygiene

- **Hair (both males / females)**

Hair must be clean, neatly groomed and of a natural color. Hair styles must remain neat and professional throughout the course, and must not draw unnecessary attention with designs, coloring, styles, or accessories. Students with longer hair are required to wear their hair up and away from the face. Longer hair must be worn in a tightly-wrapped single ponytail/braid (on back of head) or having hair wrapped up completely (like a bun). If the sides/bangs hang into the face where it touches the eyes or mouth, the hair must be clipped back. Hair accessories must be of neutral colors (black, brown, grey, or gold/silver/metal). No color scrunchies or bows allowed.

- **Facial hair (males)**

Mustaches and Beards must be neatly cleaned/trimmed. If a male student has a beard, it is still expected that he shave his neck. Sideburns must be neatly trimmed and groomed. Sideburns must not extend below bottom of student's ear. Males must be shaven for class, lab, and clinical. Males who show up for clinical unshaven or with ungroomed facial hair will be sent home.

- **Body odors, make-up, fingernails, & tobacco use**

Perfumes, aftershaves, or colognes are not allowed in the classroom or lab, and especially in the clinical settings. The liberal use of unscented sports-style deodorants and breath fresheners is highly recommended. Makeup, if worn, should be conservative/subtle. The wearing of false eyelashes is not allowed. Fingernails should be kept groomed short; no longer than one-eighth of an inch past the fingertip. Any nail polish needs to be of neutral colors and should not attract attention and cannot be peeling. Artificial nails are not allowed.

Smoking or other use of any tobacco products, (including E-cigarettes) while in uniform on either the campus or clinical setting is very restricted/prohibited. Reminder, NTCC is tobacco free campus and so are most of our clinical affiliates.

- **Jewelry, piercings, & tattoos**

No jewelry may be worn at any time during clinical rotations with the following exceptions: watches (prefer breakaway style and not fabric band); wedding bands (no engagement rings unless stones are channel-set); necklaces (must be worn out of site inside uniform shirt with chain long enough not to fall out when bending over, and it must have breakaway device); and Medic Alert Bracelets. The wearing of religious emblems will be allowed with the uniform to the extent it does not create a potential infection control or safety hazard. "Choker" style/type necklaces and/or rubber/fabric "support" bracelets are

not allowed. Visible body piercings on males or females are not permitted. Piercings are allowed only in the ears. Dangling or hoop earrings are not permitted. Gauges in ears cannot be open – they must be of the closed type. Nose rings and tongue studs are not permitted. Any/all tattoos that could potentially be considered obscene/offensive must be covered by clothing and/or other pre-approved coverings at all times while in uniform.

- **Outerwear**

If the student wears a jacket, it should be completely black without any patches, insignias, lettering, etc. Winter caps/hats are not permitted at any time other than conditions of extreme weather and must be of design for personal protection from heat loss. NTCC EMS authorized ball caps are not permitted while in uniform in the classroom, lab, or clinical sites except when outdoors at EMS clinical sites. Rain coats should be plain, without any designs, insignias, or statements and preferably yellow or orange with reflective tape. Camouflage design/material of any garment is not allowed. Umbrellas are not to be used on clinical rotations. While on EMS rotations, a reflective safety vest, provided by the EMS agency, must be worn as directed by the EMS staff.