

ILLINI EMERGENCY MEDICAL SERVICES

Spring 2008 First Responder Class Application

Dear prospective First Responder student:

Thank You for showing an interest in the Illini Emergency Medical Services First Responder course. First Responders are often called upon to make life and death decisions during emergencies. For this reason IEMS has developed a course that is considered rigorous physically and academically.

The class will begin February 4, 2008 and conclude March 10, 2008. Class will be held Mondays and Wednesdays from 6PM to 10PM. Please see the enclosed syllabus for specific dates and topics. Attendance at all scheduled lectures and skills sessions is mandatory unless there is some extenuating circumstance such as personal illness or family emergency. In case of emergency, contact the First Responder Coordinator as soon as possible by phone or e-mail.

Academic requirements will include quizzes, homework, graded skills sessions, and one multiple choice Final Exam. An 80% minimum class average is required to qualify for the Final Exam. Physically, students must be able to lift 100 pounds and be in good physical health. These are standards required by the State of Illinois and will be enforced.

You will be receiving training that will affect people's lives. Illini EMS takes this training very seriously, and we expect our students to do the same. At the same time, we try to encourage you to enjoy the experience. We try to provide interesting subject matter and enthusiastic instructors.

The cost for the course is \$150, including all testing fees and required texts. Enrollment is on a first-come / first serve basis, until the class is full or begins. We encourage you to apply as early as you can. The course fee for the First Responder class is non-refundable. Be aware that this is a time consuming course with eight hours of class time each week. Plan on spending at least 10 hours a week on this course. Plan your schedule accordingly. Refunds will not be granted for students who realize their class schedule conflicts with the First Responder course. Drops after the first night of class will result in no refund unless there are extenuating circumstances approved by the Instructor and Education Department. Drops before the first night of class will result in forfeiture of at least the \$50 application fee or up to the full \$150 course fee at the discretion of the First Responder Coordinator.

You will be required to join Illini Emergency Medical Services and get experience working one event during the duration of the First Responder class. The fees to join Illini Emergency Medical Services are NOT included with this course. Exceptions will be made upon an individual bases with the instructor's approval only.

If you would like to take our course, please read over the course policies and complete the attached application. Return the application (pages 5-7), along with your check made out to IEMS, in person to the Illini EMS office (258 Illini Union) on or after the acceptance date, Monday January 14, 2008.

If you have any questions, please stop by the IEMS office during normal business hours. The First Responder Coordinator will be available for questions regarding course policies via e-mail.

First Responder Course Policies

The First Responder course will follow the standard curriculum as outlined by the Illinois Department of Public Health, including all required didactic, skills, and testing

procedures. All First Responder candidates must be at least eighteen years old upon completion of the course, must have a high school diploma or GED, and a current CPR certification (certification must remain current until the time of the Final Exam). American Heart Association Healthcare Provider or American Red Cross Professional Rescuer certifications are acceptable. If a prospective student does not have the necessary CPR training when the application is returned, then proof of enrollment in a CPR class is needed before the first class. Failure to present a valid copy of CPR certification at the start of the first lecture will prohibit the student from being allowed to attend the class, and no refund of any fee will be granted.

Attendance

Lectures will be held from 6 to 10PM in a University of Illinois classroom, room TBA, beginning on Monday, February 4, 2008 and conclude Monday March 10, 2008. Changes to the room assignment will be announced as needed.

All First Responder students must be on time to all classes. Any student who is late by more than five minutes will be considered tardy. Only one excused absence is allowed on an individual basis if the First Responder Coordinator is contacted in advance. If there is an emergency, contact the coordinator as soon as possible. Any unexcused absence or two unexcused tardies is grounds for immediate dismissal from the course. Attendance at all skills sessions is mandatory.

Skills Sessions

Skills sessions are hands-on application of training learned in lectures. We will dedicate the end of each class for skills practice. Please take these sessions seriously, as these days form the backbone of the First Responder education.

Reading

There are reading assignments indicated on the syllabus. Please come to class having read the indicated chapter(s). IEMS provides a class which tries to go above and beyond the book as much as possible to give you the maximum education experience, which requires that you must be familiar with the material that we will lecture on.

Testing

There will be quizzes throughout the semester. Each quiz will be twenty-five minutes in length, consisting of short-answer and multiple-choice type questions covering all material since the previous quiz or exam. There will be one hour-long 100 question multiple choice exam at the end of the course. Quizzes will start promptly at 6:00 pm. Any student arriving late on the night of a quiz will have the remainder of the time to finish. You will be expected to maintain an 80% average on all quizzes, with no lower than a 70% in any particular quiz. To successfully pass the First Responder course, you must pass the Final Exam with an 80% or better.

Skill sessions will be graded Satisfactory (10), Needs Improvement (5), or Unacceptable (0). Multiple unacceptable grades will result in remediation. The final skills session will be graded pass/fail. You must successfully complete every station on the final skills session. Additionally, there are a number of skills which must be demonstrated at the final exam.

Remember: this is a class that teaches life-saving skills. Knowledge of written material is not enough; ability of hands-on performance is not enough. Proficiency in both of the fields is required for completion of the class. After successful completion of this course, you will be licensed as a First Responder.

Illini Emergency Medical Services

First Responder Course

Disciplinary Procedures

Conditions for immediate dismissal:

1. Engaging in dishonorable, unethical, or unprofessional conduct during the delivery of patient care, while conveying patient information, or while otherwise functioning in the classroom or skills sessions.
2. Physical impairment to the extent that the First Responder student cannot physically perform the emergency care and life support functions in the practical settings for which he/she is required to perform. A licensed physician must verify the physical impairment.
3. Mental impairment to the extent that the First Responder student cannot exercise the appropriate judgment, skill, and safety to perform emergency care and life support functions in the training setting for which he/she is required to perform. A licensed physician must verify the impairment.
4. Intoxication or personal misuse of any drugs, liquors or controlled substances in the classroom or skills session.
5. Intentional falsification of personal student records or misrepresentation involving patient care.
6. Performing or attempting emergency care techniques or procedures without proper permission, licensure, training, or supervision.
7. Discriminating in the classroom or skills sessions because of race, sex, creed, religion, or national origin.
8. Medical misconduct or incompetence, or a pattern of repeated medical misconduct or incompetence in the provision of emergency care in the skill sessions.

The normal progression of disciplinary action is as follows:

Verbal warning: The First Responder Coordinator will inform the student of the misconduct and the student given the chance to remedy the situation.

Written warning: The student is placed on probation. The coordinator will inform the student in writing of the misconduct. The coordinator will outline a means of correction the problem and consequences if the conduct continues. A conference will take place between the student and the First Responder Coordinator to discuss the situation, and the student will sign that he/she received and understood the warning.

Dismissal: In cases of serious or continued misconduct, the coordinator will remove the student from the course. The student is not entitled to any refund. The student has one week or until the final class whichever is earlier to appeal the decision to the executive board. The student shall draft a letter to the president explaining why the decision should be overturned. The president will decide if it is necessary to hold an informal interview or simply assemble the executive board for a vote. For a dismissal to be overturned, a majority of the executive board must be obtained.

SPRING CLASS SYLLABUS 2008

Syllabus subject to change upon instructor's discretion

Date	Topic	Reading/Lectures
2/4/08 Monday 6-10P	Introduction to the EMS System The Well Being of the First Responder Legal and Ethical Issues	Chapter 1 Chapter 2 Chapter 3
2/6/08 Wednesday 6-10P	Quiz The Human Body Lifting and Moving Patients	Chapter 4 Chapter 5
2/11/08 Monday 6-10P	Quiz Breathing and Ventilation Airway Care and Maintenance Circulation Automated External Defibrillation ABCD Practice Homework 1 (for Chapters 1-3) due at 6:00pm!	Chapter 6 Chapter 7 Chapter 8 Chapter 9
2/13/08 Wednesday 6-10P	Quiz Scene Size-up Introduction to Patient Assessment and Vital Signs Patient Assessment Communication and Documentation Patient Assessment Practice Homework 2 (for Chapters 4-5) due at 6:00pm!	Chapter 10 Chapter 11 Chapter 12 Chapter 13
2/18/08 Monday 6-10P	Quiz ABCD and Patient Assessment Practical Homework 3 (for Chapter 6-9) due at 6:00pm!	
2/20/08 Wednesday 6-10P	Cardiac and Respirator Emergencies Medical Emergencies Environmental Emergencies Psychological Emergencies and Crisis Intervention Homework 4 (for Chapter 10-13) due at 6:00pm!	Chapter 14 Chapter 15 Chapter 16 Chapter 17
2/25/08 Monday 6-10P	Quiz Bleeding, Shock, and Soft Tissue Injuries Injuries to Muscles and Bones	Chapter 18-22 Chapter 23-25
2/27/08 Wednesday 6-10P	Quiz Childbirth Pediatric Emergencies Geriatrics Childbirth Management Practice Homework 5 (for Chapters 14-17) due at 6:00pm!	Chapter 26 Chapter 27 Chapter 28
3/3/08 Monday 6-10P	Quiz EMS Operations and other situations Practice Final Practical Homework 6 (for Chapters 18-25) due at 6:00pm!	Chapter 29-34
3/5/08 Wednesday 6-10P	Written Final Exam More Practice Homework 7 (for Chapters 26-28) due at 6:00pm!	
3/10/08 Monday 6-10P	Final Practical	

Application for the IEMS First Responder Course

Accepted on the first come basis until class is full or 1st class.

1. This application will be active upon receipt of \$150, which includes a course fee of \$100, in addition to a **NON-REFUNDABLE \$50 application fee.**
2. Upon acceptance of this application, applicants must read course policies and initial each section of course policies. Copies are available online, <http://illiniems.org/>. Pages 5-7 must be returned.
3. Contact IEMS at 333-9492 or visit at 258 Illini Union for more information.

Name: _____ Date: _____

Address (Local) _____

Address (Permanent) _____

Phone (Local) (____) - ____ - _____ Phone (Permanent) (____) - ____ - _____

E-Mail: _____

Date of birth ____ / ____ / ____ Driver's License # _____ State ____

Major / Standing: _____

Where did you hear about this First Responder class?

Do you hold any current certifications? If yes, what are they?

Do you have any prehospital or medical experience? If so, describe.

Are you a current IEMS member? If yes, describe your involvement, and estimate the total number of hours you will have worked before class starts. If you have worked 35 or more hours for us in the prior semester, let us know here. You may be eligible for a discount.

Why do you want to take this First Responder class? What do you plan to do with your license? Will you volunteer your time for IEMS in the future?

By signing below, I understand that I accept the conditions outlined in the Illini Emergency Medical Services First Responder course policies. I also understand that my course fee of \$150 is non-refundable after the course starts. In the event that I drop before the start of classes, I will forfeit the \$50 application fee. In the event that I have been placed on the waiting list, I will still submit the \$150 course fee. I understand that this fee will be refunded in its entirety if I am not enrolled in the course.

Signature _____ Date _____

Office use: Date Rec'd ___/___/___ Time Rec'd ___ : ___ Type of CPR _____

Rec'd By _____ \$ Amt Rec'd _____ Expiration ___/___/___ Receipt # _____

Illini Emergency Medical Services

First Responder Course

Student Agreement

Notice! Your application will not be valid until you have initialed each segment and submitted this form to the Illini EMS Office, 258 Illini Union, and it has been accepted by an officer.

If you have any questions regarding the course policies, do not hesitate to contact the First Responder Coordinator at 333-9492. If you have any concerns about meeting these course criteria, please do not submit an application until you speak with the coordinator

_____ I have read and understood the course policies.

_____ I understand that the \$50 application fee is completely non-refundable.

_____ I understand that I must attend all class sessions. I have checked my schedule and have no conflicting events on any of these dates.

_____ I understand that this course very intense, and I realize that I will receive no refund if I drop the course because of school or work related conflicts.

Signature: _____ Date: _____