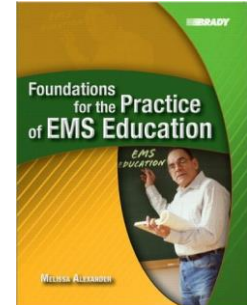


CMH EMS Instructor Course Syllabus

Citizens Memorial Hospital - Emergency Medical Services EMS Instructor Course Syllabus

Course description:

- This course fulfills all the training requirements set forth by the 2002 National Highway Traffic Safety Administration Guidelines for EMS Educators.
- The EMS Instructor Course contains both a lecture portion and a skills demonstration, allowing all students an opportunity to present a lesson from start to finish.
- Upon successful completion of this course, students can teach EMS classes up to and including their current certification level.
- Additionally, this course meets the minimum requirements set forth by Missouri Bureau of Emergency Medical Services (13 CSR 30-40.331(8)) for an instructor training program.



Dates/times:

- Variable Saturdays and Sundays starting August 6th.
- Total of 50 classroom hours.
- All days are 8 am to 6 pm.
- You may mix and match days and weekends as long as you successfully complete each chapter and the final presentation. See attached course timeline.

Instructor team:

- **Theron Becker** is currently the EMS clinical officer and paramedic for CMH. He has been in EMS for 21 years (5 years as a paramedic). Theron has a master's degree in management and a bachelor's degree in engineering. He has been an EMS instructor for 18 years.
- **Michael Minter** is currently a paramedic for CMH. He has been in EMS for 39 years (20 years as a paramedic). Mike has a master's degree in adult education and training and a bachelor's degree in education technology. He has been an EMS instructor for 15 years.
- **Janet Taylor** is currently a flight nurse for Mercy Lifeline and a national EMS conference speaker. She has been in healthcare for 25 years (12 years as a flight nurse). Janet has a bachelor's degree in nursing. She has been an emergency medicine instructor for 9 years.



Location:

- CMH EMS Headquarters Classroom B
- 1557 N Oakland Ave, Bolivar, MO

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Textbook:

- Alexander, M. (2006). *Foundations for the practice of EMS education*. Upper Saddle River, NJ: Pearson/Pretence Hall. ISBN 0-13-119435-6.
- Purchasing the the textbook is the student's responsibility. Students must have the textbook in hand by **July 29th, 2016** to be able to complete pre-course online assignments. You can find the textbook on Amazon for about \$40.

Contact information: theron.becker@citizensmemorial.com or 417-597-3688.

Signup deadline:

- **July 28th, 2016 at 5pm** is the deadline to be enrolled in this class.
- Enrollment form must be in hand with Theron, fees paid, and textbook must be in the student's hand.
- We encourage you to enroll earlier as there is limited seating which will limit your date choices.

Course fees:

- The cost for student attendance is **\$60 per student**.
- When your tuition is paid in full, your spot will be reserved in class and pre-course homework will be assigned. Full refund will be made up to two weeks prior to start date of the course. Refer to CMH EMS Training Administration Manual for further refund details.

Course prerequisites: The minimum requirements to attend EMS instructor class are below.

- Currently possess an EMT-B or higher state (any state) EMS licensure.
- Have been a practicing EMT (or higher) for a minimum of two years. Waiving this requirement may be reviewed on a case-by-case basis if a letter of recommendation has been provided.
- Have a copy of the course textbook in your possession for use preparing for an during class.
- Have paid the class tuition in full.
- Have completed and submitted the course application form.
- Have a reliable internet connection and either a smartphone or computer to participate in online discussions, assignments, and quizzes.

Registration form: <http://goo.gl/forms/haTFJsG6tlrwibBT2>

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Disability disclaimer:

- It is the desire of CMH EMS to provide all students with optimum learning experiences.
- If there are circumstances, due to disability, that may impact your learning in this course, it is necessary for you to inform your instructor within one week of the first day of class. If you do not notify your instructor, it will be assumed that you do not require reasonable accommodations.

Attendance:

- Students are responsible for all the material covered in class.
- A significant portion of this class is online and the classroom portions are duplicated to allow maximum schedule flexibility. Students who have valid conflicts need to speak with the instructor regarding alternative assignments prior to enrollment.
- Students must successfully complete each of the 27 chapters and the final presentation assignment.
- Online assignments will be made when you register for the course and you will be expected to complete these assignments on your own time before the deadline or you will not be eligible to attend the associated classroom portion.

Course objectives: Upon successful completion of this class, students will be able to do the following.

- Discuss the philosophical foundations of education and why philosophy is important in education.
- Create a personal philosophy of education.
- Develop and choose learning activities that are consistent with the objectives being taught.
- List and discuss the ethical and legal issues that EMS educators may face.
- Select the proper classroom environment for various aspects of EMS education.
- Create lesson plans and activities that motivate students to learn both cognitive and psychomotor skills.
- Define learning and discuss why experience is critical to learning.
- Conduct an educational needs analysis/assessment for their departments or organizations.
- Create lesson objectives using a variety of levels and domains.
- Create a course syllabus using the classroom format of their choice.
- Prepare and deliver lessons that include diagnostic, formative, and summative evaluations; and formal and informal evaluations.
- Administer written tests and other assessments that use various Depth of Knowledge levels and various question types and are appropriate for the lesson.
- Develop and critique instruments used for psychomotor and clinical evaluations.
- Discuss the reasons for remediating a student and list the steps to take to help the student become successful.
- Deliver an effective presentation.

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- List barriers to student learning and methods of overcoming those barriers.
- Appropriately correct dysfunctional behavior during a lesson presentation.
- Discuss and demonstrate the approved method for teaching skills.
- Discuss characteristics of effective clinical and laboratory learning situations.

Grading: Letter grades are assigned according the the following system.

- A+ = 96% to 100%
- A = 93% to 96%
- A- = 90% to 93%
- B+ = 86% to 90%
- B = 83% to 86%
- B - = 80% to 83%
- C+ = 76% to 80%
- C = 73% to 76%
- C- = 70% to 73%
- F = 0% to 70%. Grades lower than 70% will be considered failing and will require remediation of the student.

Course Grading Details:

- Pre-course assignments are worth 10% of the course grade.
- Online participation is worth 20% of the course grade.
- Online quizzes are worth 10% of the course grade.
- Group scenarios are worth 20% of the course grade.
- Final project is worth 40% of the course grade.

Academic honesty: Students are expected to create and present their own work and to give credit to others when outside sources are used. Plagiarism and/or cheating will result in removal from the course without any consideration for refund of fees paid.

Safety:

- Safety of the students and faculty are an important concern to Citizens Memorial Hospital.
- Students must adhere to all safety regulations and instructions from instructors while attending class.

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Course timeline: You must attend one day for each part (1 through 5).

Date	Lead instructor	Pick one from each column				
Sat, Aug 6, 2016	Theron Becker	1				
Sun, Aug 7, 2016	Janet Taylor		2			
Sat, Aug 13, 2016	Janet Taylor		2			
Sun, Aug 14, 2016	Theron Becker	1				
Sat, Aug 20th, 2016	Michael Minter			3		
Sun, Aug 21st, 2016	Michael Minter				4	
Sat, Aug 27th, 2016	Michael Minter				4	
Sun, Aug 28th, 2016	Michael Minter			3		
Sat, Sep 3, 2016	Students (Michael & Janet assist)					5
Sat, Sept 4, 2016	Students (Theron, Michael, & Janet assist)					5

Descriptions of course parts:

Part 1 <ul style="list-style-type: none"> Chapter 1 - EMS Education in perspective: The context of EMS education Chapter 2 - Philosophical foundations of EMS education Chapter 3 - Ethical and legal considerations in EMS education Chapter 4 - Institutions, settings, and types of EMS programs Chapter 5 - Qualities, competencies, roles, and responsibilities of EMS educators Chapter 6 - The traits and needs of learners Chapter 7 - The psychology of learning 	Part 2 <ul style="list-style-type: none"> Chapter 8 - Educational planning and curriculum development Chapter 9 - Determining and communicating training needs Chapter 10 - Developing instructional objectives Chapter 11 - Packaging the program Chapter 12 - Program evaluation Chapter 13 - Educational measurement Chapter 14 - Student evaluation and remediation
Part 3 <ul style="list-style-type: none"> Chapter 15 - Selection of materials and media Chapter 16 - Lesson plan development Chapter 17 - Methods of instruction Chapter 18 - Classroom management Chapter 19 - Considerations in clinical and laboratory instruction Chapter 20 - Key organizations, institutions, and personnel in EMS education Chapter 21 - Career and professional development 	Part 4 <ul style="list-style-type: none"> Chapter 22 - Educational program administration Chapter 23 - Reading and doing research in EMS education Chapter 24 - Teaching critical thinking and clinical problem solving Chapter 25 - Problem-based learning in EMS education Chapter 26 - Distance education in EMS Chapter 27 - Using simulation in EMS education
Part 5 Final presentations	

Assignment due dates:

Date	Assignment
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July 28	Deadline for student registration.
July 29	Online content introduction and chapter 1 pre-course assignments due.
July 30	Chapters 2 and 3 pre-course assignments due.
July 31	Chapters 4 and 5 pre-course assignments due.
Aug 1	Chapters 6 and 7 pre-course assignments due.
Aug 2	Chapter 8 pre-course assignments due.
Aug 3	Chapters 9 & 10 pre-course assignments due.
Aug 4	Chapters 11 & 12 pre-course assignments due.
Aug 5	Chapters 13 & 14 pre-course assignments due.
Aug 6	Classroom activities for chapters 1 through 7.
Aug 7	Classroom activities for chapters 8 through 14.
Aug 8	No assignments.
Aug 9	Chapter 15 pre-course assignments due.
Aug 10	Chapters 16 & 17 pre-course assignments due.
Aug 11	Chapters 18 & 19 pre-course assignments due.
Aug 12	Chapters 20 & 21 pre-course assignments due.
Aug 13	Classroom activities for chapters 8 through 14.
Aug 14	Classroom activities for chapters 1 through 7.
Aug 15-16	No assignments
Aug 17	Chapters 22 & 23 pre-course assignments due.
Aug 18	Chapters 24 & 25 pre-course assignments due.
Aug 19	Chapters 26 & 27 pre-course assignments due.
Aug 20	Classroom activities for chapters 15 through 21.
Aug 21	Classroom activities for chapters 22 through 27.
Aug 22-26	Work on final projects.
Aug 27	Classroom activities for chapters 22 through 27.
Aug 28	Classroom activities for chapters 15 through 21.
Aug 29-Sep 2	Work on final projects.
Sep 3	Final project presentations.
Sep 4	Final project presentations.