I. Course: EMC, First Aid, and Safety (3 credits)

This course prepares students to meet the certification requirements from a nationally recognized organization. Topics include first aid, emergency medical care, Cardiopulmonary Resuscitation (CPR), Automated External Defibrillator (AED) training, safety awareness and accident triage. Course fee.

II. Student Learning Objectives and Course Outcomes:

Upon completion of this course, each student should be able to do the following:

1. Demonstrate proper basic life support for foreign body airway obstruction, rescue breathing, and CPR/AED for infants, children, and adults. (Academic outcomes: Communication and Science and Technology)

2. Explain the risks, causes, and treatments for many common accidents and injuries. (Academic Outcomes: Communication and Critical Thinking)

3. Identify the steps of and conduct a primary and secondary survey of an injury. (Academic Outcomes: Communication and Critical Thinking)

4. Identify the signs of shock and demonstrate the correct treatments. (Academic Outcomes: Communication and Critical Thinking)

5. Explain the structure and functions of the skeletal and muscular system as they pertain to first aid. (Academic Outcomes: Critical Thinking and Science and Technology)

6. Explain the legal implications of assuming the responsibility to care for an injured person. (Academic Outcomes: Communication and Critical Thinking)

7. Demonstrate two, three, and four person carries. (Academic Outcome: Personal and Self-Management Skills)

8. Demonstrate proper bandaging and splinting techniques. (Academic Outcome: Personal and Self-Management Skills)

9. Receive a passing score on a nationally recognized certification test in basic emergency care. (Academic Outcome: Critical Thinking)

III. Required Text:


IV. Attendance:

Worked missed due to any absence is the responsibility of the student. All work that is not made up will receive a grade of zero when the grades are calculated. A student may have ONE absence, and then they will loose 3pts for each skill session absence thereafter from the participation section.
V. Standard of Grading:

The following is a list of activities, which will serve as the basis for determining your grade in this course.

1) Participation in skill practices, scenario questions, and discussion in class. (15 pts)
2) Skill tests - practical tests (hands on testing) (40 pts)
3) Quizzes – multiple choice, true/false and short answer (3 for 40pts)
4) Written Exams - National ARC certification tests - CPR & FA (100 pts)
   • To obtain ARC certification, you must score an 80% or higher on all exams & skill tests
   • Certification is not a requirement of this course. It is an additional feature of this course if all ARC requirements are met. Please inform me if you desire to obtain an ARC certification.
   • If all ARC requirements are met, course records will be sent to ARC for processing within three days of the end of the course. Certification cards will then be sent to HCC 2-4 weeks after they receive the course records. You will be notified when they are ready to be picked up.

VI. Course Policies:

HCC students are bound by the academic policies outlined in the most current HCC Catalog (HCC Catalog may be accessed online at http://www.harford.edu/Catalog/default.asp?FA=Welcome). It is the student’s responsibility to review these policies prior to the start of each semester.

VII. Class Cancellations
In the event of the cancellation of a class session, the instructor will modify the course syllabus to cover relevant topics. Check the HCC website for updates and information regarding any class cancellation.

VIII. Federal Credit Hour Definition Statement
At Harford Community College, for all credit courses, students are expected to spend a minimum of 37.5 combined hours of direct instructional time and related coursework time per credit hour. This course is a 3-credit course. This course achieves the minimum of 112.5 hours of combined instructional time by requiring a minimum of 37.5 hours of direct instructional time and 75 hours of student work outside of direct instructional time.

IX. Academic Dishonesty
Students will be familiar with and adhere to the policy governing academic dishonesty and its sanctions as written in the HCC Catalog. Students who commit acts of academic dishonesty (e.g., cheating, fabrication, facilitating academic dishonesty, and plagiarism) will be subject to formal disciplinary action and will receive a 0 on the exam, quiz, or assignment involved and, at the discretion of the instructor; the student may receive an F for the course. This includes incidents that occur in the Test Center.

X. Student Conduct:
Students will be familiar with and adhere to the policies and sanctions governing student conduct as written in the HCC Catalog.

XI. Disability Support Services:
HCC is committed to serving students who have documented physical, learning, psychological, or other disabilities. Students who have a disability are responsible for contacting Disability Support Services at 443-412-2402 to discuss their needs and establish eligibility for services and reasonable accommodations. Because accommodations can take time to implement, if you have not already contacted DSS you should do so immediately. All information shared with Disability Support is kept in accordance with relevant state and federal laws.
### XII. Course Content and Requirements:

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<th>Chapter</th>
<th>Assignment</th>
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<td>4/1</td>
<td><strong>Skills Tests</strong></td>
<td>Skill Sheets</td>
<td>Sign up for date</td>
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<td>4/8</td>
<td>Bleeding &amp; Shock</td>
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<td>Splints</td>
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<td>Injuries to the Head, Neck, Back, Chest, Abdomen, and Pelvis</td>
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<td>Sudden Illness, Poisoning, Bites &amp; Stings</td>
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<td>5/15</td>
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*The instructor reserves the right to modify and/or change the course syllabus with reasonable notification to students.*
Student Services

Advising, Career, and Transfer Services  
Student Center: 443-412-2301
- Academic and career goal setting
- Selecting courses and planning for transfer
- Cooperative education and internship programs
- Resume writing, interviewing skills, and job hunting strategies

Disability Support Services  
Student Center: 443-412-2402
- Requesting reasonable academic accommodations
- Study skills instruction
- Specialized adaptive computer hardware and software

Financial Aid  
Student Center: 443-412-2325
- Emergency loans
- Information on federal and state aid programs as well as scholarships
- Assistance with the financial aid application process

HCC’s Aberdeen Proving Ground Center  
Aberdeen Proving Ground: 410-272-2338
- Assists military personnel, military family members, Department of Defense and civilian contractor employees, and members of the local community
- Full range of student services available
- Evening credit classes

Emergency Closing/Inclement Weather Information  
443-412-2322
- Recorded message updated when the College’s schedule is changed due to emergencies or inclement weather
- Sign up at www.schoolsout.com for email and text message alerts

Library  
443-412-2268
- Student photo identification cards
- Student computers
- Assistance with reference materials and research
- Print, audiovisual, and electronic resources
- E-learning information
- Video viewing and group study room

Registration and Records  
Student Center: 443-412-2222
- Information on class schedules, registration, and OwlNet
- Transcript and enrollment verification requests
- Graduation and Nursing Program applications

Test Center  
www.harford.edu/testing  Fallston Hall: 443-412-2352
- Academic Skills Assessment
- Open center for CLEP/DSST exams
- Course exams and many licensing exams
- Assessment of prior learning

Tutoring Support Services  
Student Center & Fallston Hall: 443-412-2402
- Walk-in tutorial assistance for reading, writing and presentations (Fallston Hall)
- Walk-in tutorial assistance in mathematics courses and in other courses with a significant mathematical component (Fallston Hall)
- Individualized and group tutoring (Student Center 261)
- Online tutoring

Rites of Passage and Mentoring Program  
Student Center 443-412-2224
- One-on-One guidance and support for academic success
- Assistance setting and completing education and career goals
- Social and cultural activities

College Life and Wellness Office  
Student Center: 443-412-2140
- Student Government Associations
- Student leadership programs
- Co-curricular Service Learning
- Student clubs and academic interest organizations

Athletics and Wellness  
Susquehanna Center: 443-412-2226
- Intercollegiate athletics
- Fitness Center, swimming pool, outdoor walking track, volleyball, basketball and tennis courts

College Security Services  
443-412-2272 Library 1st Floor
- Report injuries or accidents, suspicious activities or other concerns
- Request escort service
- Report lost or recover lost items

Campus Computing and Technology Services  
www.harford.edu or 443-412-2477
- Free student email, NetStorage, and OwlNet access for student registration, records, and accounts at http://www.harford.edu/StudentUser/student_e_access.asp
- Campus-wide wireless Internet access