

Health Promotion
HLTH 3300 – Fall 2012
Health Emergencies and First Aid

Instructor: Doryce Judd

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Class Location: Coliseum 047

Office Hours: Mon & Wed 9:30am-12:20pm
Other times by
appointment

COURSE DESCRIPTION

Theory and practical application of the American National Red Cross Standard First Aid and Personal Safety skills. Cardiopulmonary resuscitation (CPR) techniques and skill development. Designed to meet the requirements set by the American National Red Cross for certification in Standard First Aid and CPR.

STUDENT LEARNING OUTCOMES

Upon completion of this course, the student will be able to:

- Recognize and respond appropriately to cardiac, breathing, and first aid emergencies
- Demonstrate when and how to call 9-1-1 or the local emergency number
- Identify the Emergency Action Steps
- Understand the responsibility and liabilities of rendering aid in an emergency situation
- Recognize the symptoms and respond with the proper first aid to the following: shock; bleeding and wounds; allergic reactions; head, neck, back, chest, abdomen and pelvis injuries; sudden illnesses; poisoning; cold and heat related injuries; musculoskeletal injuries; bites and stings; soft tissue injuries; moving and transporting a victim; and special situations
- Demonstrate proper lifesaving skills for an obstructed airway for the adult, child and infant
- Demonstrate proper lifesaving skills in CPR and AED for the adult, child and infant
- Understand the concept of safety and its importance to accident prevention
- Successfully achieve an 8-% average on all American Red Cross certification exams

REQUIRED TEXT: American Red Cross (2012). Responding to Emergencies: Comprehensive First Aid/CPR/AED. StayWell.

Note: Everyone must have a book and bring it to class every day.

COURSE POLICIES

This course will be governed by all policies in the Faculty Handbook and the Student Guidebook of the University of North Texas. Policies regarding course assignments, grading, penalties for late assignments and make-up exams, and class participation that are detailed in this syllabus shall be followed and enforced as described. Students are expected to display professional demeanor.

AMERICANS WITH DISABILITIES ACT COMPLIANCE

The Department of Kinesiology, Health Promotion, and Recreation does not discriminate on the basis of disability in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities, as specified by federal laws and regulations. The designated liaison for the department is Dr. Chwee Lye Chng, Physical Education Building, Room 209, 565-2651. Copies of the Department of Kinesiology, Health Promotion, and Recreation ADA Compliance Document are available in the Chair's Office, Physical Education Building, Room 209. Copies of the College of Education ADA Compliance Document are available in the Dean's Office, Matthews Hall 214. The student has the responsibility of informing the course instructor of any disabling condition that will require modifications to avoid discrimination.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY INFORMATION

Students have the right to expect that grades will be kept confidential. During this class it may be necessary for you to pass your assignments forward to the instructor or it may be necessary for the instructor to call your name and then return your completed assignment to you by passing it across the room. The instructor, under the reasonable assumption guidelines, assumes students are collecting only their own materials. Every attempt will be made to keep your information confidential. Your signature on this page indicates that you understand and agree you might have to pass materials to the instructor and that the course instructor might pass materials back to you. Should you choose not to sign this page, you will have to personally meet with the instructor to submit assigned work and/or have completed work returned directly to you.

OUT OF CLASS COMMUNICATION

Students who wish to correspond via email must use the **email address provided in the syllabus**. Use of any other email address will delay response. I do not access my email during the evening or on the weekend, so do not expect that I will respond prior to **my next office hour** period. **I will use email** to communicate throughout the semester **via Blackboard**. It is highly recommended that the student check Blackboard on a **daily basis after 5:30pm** for emails from the instructor.

When you email me (or anyone else for that matter), you must be professional and **include your name in the message**. Students who do not show professional demeanor through their email **will lose 1 point** from their point tally for each incident.

ACCEPTABLE STUDENT BEHAVIOR

Student behavior that interferes with an instructor's ability to conduct a class or another student's opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor will refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.unt.edu/csrr

DISRUPTIVE BEHAVIOR & DISORDERLY CONDUCT

Students who engage in **Disruptive Behavior** will be issued **ONE verbal warning**, and will **lose ONE point from their final grade average** for each additional incident. Students who engage in **Disorderly Conduct** will **lose ONE point from their final grade average** for the **1st incident**, and **10 points from their final grade average for each additional incident**. I may not inform you during class that you have received a deduction for any of these occurrences. However, I may make reference of your conduct, which is informative enough.

Disruptive Behavior incidences include, but are not limited to: 1) talking during a lecture or presentation, 2) making distracting noises during a lecture [i.e. shuffling papers, eating loudly, etc.], 3) speaking in raised voices with another student or the instructor, 4) using a cell phone or another electronic device for any purpose.

Disorderly Conduct incidences include, but are not limited to: 1) engaging in fighting or in tumultuous conduct, 2) continuing to make noise, or to talk, after being asked to stop. Please view the Code of Student Conduct for more examples.

****If a student is asked to leave the room for disruptive behavior or disorderly conduct, they must write a written apology to the instructor, provide an oral apology to the class**

****The instructor has the right to call the University of North Texas Police Department to remove a student from class who has been asked to leave.**

CLASSROOM ETIQUETTE:

When you are in the classroom, your attention is to be given to the person speaking, so there should be **NO TALKING**. Eating is allowed as long as it is not distracting, and you clean up after yourself.

All **hats** must be removed while in the classroom. All iPhones, iPads, mp3 players, computers, and other electronic media devices **MUST BE TURNED OFF** and **STOWED AWAY** in the classroom. Disciplinary actions for use of these items during class without the instructor's permission can be found in the **Disruptive Behavior** policy.

ACADEMIC CHEATING & DISHONESTY

Students are expected to know and abide by the **UNT Code of Student Conduct**. Any student caught cheating or acting in another way that is deemed dishonest will **lose one letter grade for the 1st incident** AND will be **reported to the Office of Academic Integrity**. If the student is caught cheating a 2nd time, they will receive an 'F' for the course and will once again be reported to the Office of Academic Integrity. Consider this your only warning, as there will be **NO other verbal warnings** given for academic cheating and dishonesty.

CELL PHONES, COMPUTERS, & OTHER ELECTRONIC DEVICES

Students are required to place their **CELL PHONES on their desk, face down, and TURN THEM OFF!**

This class does not require the use of cell phones for any activity. Therefore, these devices should NOT be turned on. Using cell phones to take pictures of PowerPoint slides or lecture notes on the chalk/white board is also NOT permitted.

Students are required to **turn off and stow away ALL laptops, mp3 players, headphones, and all other electronic devices** (other than cell phones). If you have an **electronic copy of the textbook**, you will **NOT** be able to use an electronic device to view the text during class time, and will need to share a textbook with someone who has a hard copy, if you should need it during class exercises.

If a **student is asked to leave the classroom** for using an electronic device, they must provide a **written apology** to the instructor, as well as provide an **oral apology** to the class. Students who are asked to leave class more than once for the same offence must get permission from the KHPD Department Chair.

GUIDELINES FOR WRITTEN ASSIGNMENTS

ALL written assignments for this class must be **typed in 12-point font Times New Roman and double-spaced**. Assignments that are NOT typed in 12-point font Times New Roman **will not be graded**. Papers that are NOT double-spaced will receive a 5% deduction. The APA Manual 7th ed. will be followed for references when used.

All assignments **must be submitted as an attachment on Blackboard by the time class BEGINS on the date the assignment is due**. Late assignments will be docked 5% if turned in late on the date the assignment is due, and 10% for each additional day late (including weekend days). In addition, you are encouraged to make use of the UNT Writing Center where staff will assist you with your writing style and format.

****As a backup, ONLY, students may copy and paste their written assignment in the "Comments" box when submitting it on Blackboard**

QUIZZES

Quizzes will be given over most chapter readings, and may also cover lectures, guest speakers, and class discussions. It is important that students read the chapter that corresponds with each lecture before each class period. You should bring a #2 pencil to every class.

EXAM & SKILL MAKE-UPS

Any student who misses a written or practical exam for emergency reasons may make up the exam. Written exams must be made up immediately, while practical exam make-ups will take place on a designated day at the end of the term.

Make-up Allowances for Skills Checks

Students are required to complete all skills checks in order to receive their American Red Cross Certification. Students who are **absent on a day when skills are performed** are allowed to make-up those skills on one of the **pre-determined days** set aside for make-ups. If a skills check is not made up, the student will receive a "0" on that skills check, and the student **WILL forfeit certification** in that area (i.e. First Aid, CPR, or AED). It is the student's responsibility to know when skill checks are given, and to attend class on those days.

EXAMINATIONS

If you **arrive late to take a written exam** and one or more students taking the exam have already finished and left the room, you will **NOT** be allowed to take the exam and **will receive a zero (0) grade for that test**. Failure to return both the examination and answer sheet to the instructor before leaving the classroom will result in a zero (0) grade for the test.

Leaving the testing area for any reason once you have begun taking an exam is NOT allowed. It is your responsibility to use the bathroom, get tissue, etc. before the exam is distributed. Any student who leaves the classroom to use the bathroom, etc. during an exam will be forced to turn in their exam and answer sheet for grading before they leave.

Cell phones are to be **turned off and put away** during exams. Answering or **LOOKING** at your cell phone during an exam will constitute cheating, and **you will receive a zero (0) grade for the test**.

ATTENDANCE

Attendance will be taken during each class period. For each absence 2.5 points will be deducted from your attendance grade. **You will not be allowed to make up absences, so use your absences carefully.**

Absences due to participation in sponsored activities **must be approved in advance** by the department chair and academic dean, and the instructor must be notified. Within the three days after the absence, students must obtain authorized absence cards from the Dean of Students for presentation to their instructor. Students with authorized absence cards may make up the work missed, however all work and made up class time must be completed within one week of the absence or the absence will stand and you will receive a grade of zero for missed work.

If you attend class, you are expected to participate. For the class to be successful, everyone involved must contribute. This includes preparing for class by completing the reading materials and assignments on time, attending class, arriving on time, participating in class discussions, and participating in all activities. Everyone is expected to be respectful of other's thoughts, opinions, and experiences.

CERTIFICATION

Successful completion of this class will include earning the American Red Cross Certification in First Aid: Responding to Emergencies plus Adult and Pediatric CPR/AED. To be awarded the ARC certificates, each student must actively participate in 80% of the classroom hours held for each certificate, must complete all skill checks, and must score an 80% or better on each written exam, as well as the two practical exams. Each exam may be retaken one time only to improve a score for certification purposes; **however, the grade a student scores on any exam during the FIRST**

administration of the exam will serve as the point value for the student's course grade. Make sure you are clear about this policy.

EVALUATION & GRADING

• Attendance	80	points
• Component Skills Checks (first aid (10pts) and CPR (10pts)	20	points
• Learning Activities	50	points
• Exam #1	50	points
• Exam #2	50	points
• Exam #3	50	points
TOTAL	300	points

Tentative Course Outline

<u>Week</u>	<u>Topic</u>	<u>Assignment</u>
August 30	Introduction to course	
Sept 4	If Not You...Who?	Chapter 1
	Responding to an Emergency	Chapter 2
Sept 6	Before Giving Care	Chapter 3
	Rescue Moves (pp. 33-35))	
Sept 11	Body Systems	Chapter 4
Sept 13	Checking the Victim	Chapter 5
Sept 18	Checking an Unconscious Adult, Child Infant (pp. 76-79)	
	Checking a Conscious Victim (pp. 80-83)	
Sept 20	Before Giving Care Exam	Chapters 1-5
	Bleeding (pg. 166)	Chapter 8
Sept 25	Shock (pp. 171-172)	Chapter 9
	Soft Tissue Injuries	Chapter 10
Sept 27	Musculoskeletal Injuries	Chapter 11
	Injuries to the Extremities	Chapter 12
	Injuries to the Head, Neck, Back	Chapter 13
Oct 2	Injuries to the Chest, Abdomen Pelvis	Chapter 14
Oct 4	Sudden Illness	Chapter 15
	Poisoning	Chapter 16
Oct 9	Bites & Stings	Chapter 17
Oct 11	Substance Misuse and Abuse	Chapter 18
Oct 16	Heat & Cold Emergencies	Chapter 19
Oct 18	First Aid Exam	Chapters 8-20
Oct 23	Breathing Emergencies	Chapter 6
Oct 25	Conscious Choking Adult, Child, Infant (pp. 108-111)	
	Rescue Breathing (pp. 112-113)	
Oct 30	Cardiac Emergencies and Unconscious Choking	Chapter 7
Nov 1	CPR Adult (pp. 140-141)	
Nov 6	CPR Child (pp. 144-145)	Chapter 7

Nov 13	CPR Infant (pp. 148-149)	
Nov 15	Unconscious Choking Adult, Child & Infant (pp. 142-143, 146-147, 150-151)	Chapter 7
Nov 20	AED Adult & Child (pp. 152- 155)	
Nov 20	Putting it all together	
Nov 22	Putting it all together	
Nov 27	Skills Tests CPR & AED	
Nov 29	Skills Tests CPR & AED	
Dec 4	CPR/AED Written Exam	Chapters 6-7
Dec 6	Optional written exam if necessary	

NOTE: Certification Cards will be mailed to students. Please provide an address on the Course Record where your cards can be mailed to you **up to one month after** the class has been completed.