

COURSE OUTLINE OF RECORD



Palo Verde College

**One College Drive, Blythe, CA 92225
(760) 921-5500**

Course Control Number: 000544544

Course Outline Approval Dates		
	Curriculum Committee	Board of Trustees
Face-to-Face	4/11/13	5/14/13
Correspondence Ed.	N/A	N/A
Distance Ed.	N/A	N/A

Course Information. Course Initiator: Roger Bloom & Scott Peterson

Subject Area and Course Number: EMS 080		Course Title: Supplemental Skills for EMS, Healthcare, Nursing, & Law Enforcement		
New Course <input checked="" type="checkbox"/> Revised <input type="checkbox"/> Updated <input type="checkbox"/>		Static ID	TOP Code 2199.00	Credit Status Request C=Credit-Not Degree Applicable
Classification Code Y=Credit Course		SAM Code C=Clearly occupational		Course prior to college level Y=Not applicable
Noncredit category Y=Not Applicable; Credit Course		Meets a unique need: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Course duplicated: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Demand/Enrollment Potential: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Transfer request C=Non-transferable		Articulation request: UC <input type="checkbox"/> CSU <input type="checkbox"/> CSU-GE <input type="checkbox"/> IGETC <input type="checkbox"/>		
Basic Skills N=Not a Basic Skills Course		Funding Agency Y=Not Applicable		Course Program Status 2=Stand-alone
Co-Op Status N=Not Part of a Co-Op Program		Special Class Status N=Course is Not a Special Class		

JUSTIFICATION FOR NEED:

(Briefly describe the primary method used to determine the need for this course. For example, Labor Market Projections from Employment Development Department, employer survey, community or student interest survey, state licensing requirements or mandated certification. A maximum of 4000 characters is allowed.)

As the Emergency Medical Response, Emergency Medical Technician, Law Enforcement, and healthcare fields are ever evolving, students must maintain the latest skills and certifications which prepare them as public safety officers. Students in today's competitive job market need medical response and healthcare training in order to be prepared for their job duties. Most public safety officers are required to complete monthly training in order to maintain their job and certifications. Individuals will be addressing current and emerging trends as they relate to today's EMS, EMT, law enforcement, and healthcare environments.

CATALOG DESCRIPTION:

This is a supplemental skills course for students who need and/or want additional assistance and review in EMT, EMS, health, biological sciences and nursing courses. This course is a Pass/No Pass variable unit class. Enrollment is open entry/open exit and students must meet minimum attendance in order to receive credit. The purpose of this course is to provide computer assisted instruction and/or supplementary materials, as well as study and research assistance.

SEMESTER UNITS: .25-24

Course Length: Lecture: **Laboratory:** 5-362 **Clinic/Field:**

PRE-REQUISITES, CO-REQUISITES AND ADVISORIES:

If the course has pre-requisites, co-requisites or advisories, list them here and attach a completed Pre-requisite Justification form.

N/A

COURSE OBJECTIVES:

Upon successful completion of the course the student will be able to:

1. Locate resources which provide information related to the curriculum of the parent class.
2. Evaluate specific instructional media and material related to the parent course.
3. Utilize learning resources appropriate to individual identified learning objectives.

STUDENT LEARNING OUTCOMES:

1. Utilize basic terminology and concepts of health sciences to demonstrate critical thinking in real world scenarios.
 2. Define and explain the skills and concepts necessary to perform as a public safety officer.
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COURSE OUTLINE AND SCOPE:

1. Outline of topics or content:

Includes topics from concepts in EMS, EMT, law enforcement, biology, introduction to nursing, health education, genetics as well as related study skills, test taking and research techniques.

2. If a course contains laboratory or clinic/field hours, list examples of activities or topics:

Computer Aided Instruction, research, supplemental videos

3. Examples of reading assignments:

Textbooks, related supplemental research.

4. Examples of writing assignments:

Assigned homework and papers.

5. Appropriate assignments to be completed outside of class:

N/A

6. Appropriate assignments that demonstrate critical thinking:

Assignments that demonstrate critical thinking may include, but are not limited to ability to analyze and collect research, written papers, preparation for quizzes and tests in parent course or courses.

7. Other assignments (if applicable):

8. Face-to-Face Course Sections:

Face-to-face education is a mode of delivery in which instruction is delivered in a traditional classroom setting, with instructor and students located simultaneously in the same classroom facility.

a. Describe the methods of instruction.

Individual and small group instruction, computer assisted practice, lecture, video

b. Describe the methods of evaluating of student performance.

This is a Credit/No Credit course in which the student must complete assigned contact hours. Continuous evaluation based on individualized instruction.

c. Describe how the confidentiality of the student's work and grades will be maintained.

Instructors shall make reasonable efforts to protect the confidentiality of students' grades and graded work consistent with practices described in the Family Education Rights and Privacy Act (FERPA).

d. If the course has a lab component, describe how lab work is to be conducted and how student work is to be evaluated.

Note: Students will be encouraged by instructors of this course to direct themselves to the College's Disabled Students' Programs and Services (DSP&S) department if they believe they have a learning disability.

9. Correspondence Education Course Sections (correspondence, hybrid correspondence)

Correspondence education is a mode of delivery in which instructional materials are delivered by mail, courier or electronic transmission to students who are separated from the instructor by distance. Contact between instructor and student is asynchronous. **Hybrid correspondence education** is the combination of correspondence and face-to-face interaction between instructor and student.

a. Describe the methods of instruction.

N/A

b. Describe the methods of evaluating student performance.

c. Describe how regular, effective contact between the instructor and a student is maintained.

(Note: Regular, effective contact includes, but is not limited to, exams; quizzes; essays; research papers; graded homework assignments; syllabus receipt; office hours; instant messaging; and synchronous online discussions, e-mails, letters, notes, phone calls, or postings on the Bridge between instructor and student.)

d. Describe procedures that help verify the individual submitting class work is the same individual enrolled in the course section.

[Suggested response]: Consistent with policy elements listed in the ACCJC's "Policy on Distance Education and on Correspondence Education," the College verifies the identity of a student who participates in class or coursework by using, at the College's discretion, such methods as a secure log-in and password, proctored examinations, or other technologies or practices that are developed and effective in verifying each student's identification.

e. Describe procedures that evaluate the readiness of a student to succeed in a correspondence or hybrid correspondence course section.

(The procedure might consist of a short assessment questionnaire prepared by the instructor and self-administered by the student. The questionnaire would evaluate areas such as working independently, adhering to timelines, and familiarity with working online and with computer technology. The student would use the resulting score to evaluate his or her readiness to take the course in a correspondence or hybrid correspondence instructional mode.)

f. Describe how the confidentiality of the student's work and grades will be maintained.

[Suggested response] Instructors shall make reasonable efforts to protect the confidentiality of students' grades and graded work consistent with practices described in the Family Education Rights and Privacy Act (FERPA).

- g. If the course has a lab component, describe how lab work is to be conducted and how student work is to be evaluated.**
- h. If the course requires specialized equipment, including computer and computer software or other equipment, identify the equipment, and describe how it is to be accessed by students.**

Note: Students will be encouraged by instructors of this course to direct themselves to the College's Disabled Students' Programs and Services (DSP&S) department if they believe they have a learning disability.

10. Distance Education Course Sections (online, ITV, hybrid)

Online education is a mode of delivery in which all instruction occurs online via the Internet. Student and instructor access to email and the Internet is required. Students are required to complete class work using email, chat rooms, discussion boards and other instructional online venues. **Interactive television (ITV)** is a mode of synchronous delivery in which instruction occurs via interactive television (closed circuit). **Hybrid** instruction is a combination of face-to-face instruction and online instruction.

- a. Describe the methods of instruction.**
- b. Describe the methods of evaluating student performance.**
- c. Describe how regular, effective contact between the instructor and a student is maintained.**

(Note: Regular, effective contact includes, but is not limited to, exams; quizzes; essays; research papers; graded homework assignments; syllabus receipt; office hours; instant messaging; and synchronous online discussions, e-mails, letters, notes, phone calls, or postings on the Bridge between instructor and student.)

- d. Describe procedures that help verify the individual submitting class work is the same individual enrolled in the course section.**

[Suggested response]: Consistent with policy elements listed in the ACCJC's "Policy on Distance Education and on Correspondence Education," the College verifies the identity of a student who participates in class or coursework by using and the College's discretion, such methods as a secure log-in and password, proctored examinations, or other technologies or practices that are developed and effective in verifying each student's identification.

- e. Describe procedures that evaluate the readiness of a student to succeed in an online, ITV or hybrid course section.**

(The procedure might consist of a short assessment questionnaire prepared by the instructor and self-administered by the student. The questionnaire would evaluate areas such as working independently, adhering to timelines, and familiarity with working online and with computer technology. The student would use the resulting score to evaluate his or her readiness to take the course in an online, ITV or hybrid instructional mode.)

- f. Describe how the confidentiality of the student's work and grades will be maintained.**

[Suggested response] Instructors shall make reasonable efforts to protect the confidentiality of students' grades and graded work consistent with practices described in the Family Education Rights and Privacy Act (FERPA).

- g. If the course has a lab component, describe how lab work is to be conducted and how student work is to be evaluated.**
- h. If the course requires specialized equipment, including computer and computer software or other equipment, identify the equipment, and describe how it is to be accessed by students.**

Note: Students will be encouraged by instructors of this course to direct themselves to the College's Disabled Students' Programs and Services (DSP&S) department if they believe they have a learning disability.

REPRESENTATIVE TEXTBOOKS AND OTHER READING AND STUDY MATERIALS:

List author, title, and current publication date of all representative materials.

Textbooks assigned in parent EMS, EMT, law enforcement, health, nursing, or biological science courses.

SIGNATURES:

COURSE INITIATOR: _____ **DATE:** _____

LIBRARY: _____ **DATE:** _____

CHAIR OF CURRICULUM COMMITTEE: _____ **DATE:** _____

SUPERINTENDENT/PRESIDENT: _____ **DATE:** _____