

# **PRIMARY CARE PARAMEDIC PROGRAM**

## **WINTER 2022**

## **KEYANO COLLEGE**

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**PRIMARY CARE PARAMEDIC CERTIFICATE  
WINTER 2022**

**INSTRUCTOR:** Various  
Office: BL 253, BL 255

**HOURS OF INSTRUCTION:** Please refer to the program timetable.

**COURSE DESCRIPTION:**

**PCP 400 - Integrated Theory**     6 credits     128 hours

This course provides the theory needed for a Primary Care Paramedic. Students integrate theory in the areas of communication, legal and ethical issues, medications, and anatomy and physiology into the essentials of pre-hospital care in order to prepare them for the primary care they will provide as EMT practitioners.

*Co-requisites: PCP 406, PCP 407*

**PCP 400 – Integrated Theory** is comprised of five modules that occur over nine weeks and provide the theoretical foundation needed for a PCP.

1. Anatomy and Physiology Module
2. Communications Module
3. Introduction to Medications Module
4. Legal and Ethical Issues Module
5. Pre-hospital Essentials Module

**COURSE TEXTBOOKS:**

Please refer to the PCP Program Booklist located in your Moodle course shell. This booklist is also available at the Bookstore.

**ANATOMY AND PHYSIOLOGY MODULE****Module Description:**

A PCP must have a basic understanding of human body structure and of how the human body functions. This knowledge allows a PCP to make informed pre-hospital assessments and treatment decisions when patients are in distress. This module will introduce the normal functioning components of the human body. The student will apply this knowledge to all assessment and treatment skills.

**Module Outcomes: (NOCP Competencies)**

Upon completion of this module the student will be able to:

1. Describe how the body attempts to maintain homeostasis
2. Describe the organization of the human body (4.4.a, b, h)
3. Explain the relationship between cells, tissues, organs and systems (4.5.c)
4. Recognize the links between structure and normal body function for major organs in each body system (4.4.a,b,d,e,g,h; 4.5.a,c,l)
5. Relate anatomy and physiology knowledge to EMT skills
6. Use technical vocabulary and medical terminology related to anatomy in written and verbal communication. (1.1.b; 2.1.a,b,g; 2.2.a,b)

**Evaluation:**

- One multiple choice exam worth 10% of the overall mark in EMT 400 course.

## COMMUNICATIONS MODULE

### Module Description:

A PCP is responsible for medical information every day. The medical information obtained from a patient is often shared with other members of the health care team. Accurate and timely sharing of this information assists to promote continuity of care for the patient. In this module, the learner will practice techniques used to obtain patient information, communicate effectively, and communicate patient information in a variety of methods to other members of the health care team.

### Module Outcomes (NOCP Competencies)

Upon completion of this module the student will be able to:

1. Collect relevant and accurate patient data. (1.1.a; 2.1.c; 4.2.a-e)
2. Understand and demonstrate the ability to adapt communication techniques based on patient history and current incident. (1.1.b,d; 2.1.a-b, d-f; 2.2.b; 2.4.c,f; 4.2.f)
3. Document patient information in an organized manner. (1.3.c; 2.1c; 2.2.a)
4. Verbalize and demonstrate behaviours that maintain patient confidentiality and protect patient information. (1.1.a; 1.1.e; 1.3.b)
5. Demonstrate the ability to deliver organized, accurate, and relevant patient information via a radio report. (1.1.b; 2.1.a-c; 2.2.a-b)
6. Demonstrate the ability to deliver organized, accurate, and relevant patient information via a verbal report. (1.1.b; 2.1.a-c; 2.2.a-b)
7. Use technical vocabulary and medical terminology appropriately and accurately in written and verbal communication. (1.1.b; 2.1.g; 2.2.a)
8. Demonstrate professional behaviours related to therapeutic communication, establishing trust and rapport, diplomacy, tack, and discretion with patients and other members of the health care team. (1.1.a-d; 1.5.a,b,d; 2.1.e; 2.3.a-d; 2.4.a-b, d-e, g)
9. Demonstrate effective conflict resolution and defusing skills. (2.4.e; 2.4.h; 3.3.d)

### Module Evaluation:

Evaluation: Integrated Assignment Patient Care Report (PCR)

Assignment is worth 15% of the overall mark in PCP 400 course.

**INTRODUCTION TO MEDICATIONS MODULE****Module Description:**

The responsibility of administering medications requires a PCP to exercise skill, knowledge, and judgment. Focusing on patient safety, students will be introduced to the pharmacokinetics, pharmacotherapeutics, and safe administration techniques to each of the drugs for which a PCP is responsible.

**Module Outcomes (NOCP Competencies)**

Upon completion of this module the student will be able to:

1. Demonstrate an understanding of the basic concepts related to the pharmacodynamic principles underlying drug action in the human body. (5.8a)
2. Demonstrate an understanding of the basic pharmacokinetic principles related to movement of drugs within the human body (5.8a,b,c,d,h,j,l )
3. Demonstrate an understanding of the classification, nature, properties, and effects of drugs. (5.5c, 5.8a,c,d,h,j,l )
4. Demonstrate an understanding of the role of the EMT in ethical drug administration (5.8 a-b)
5. Understand and perform safe medication administration (5.8a-d, 5.8.g,h,j,l)

**Module Evaluation:**

1. One multiple choice final exam – worth 10%
2. Integrated Assignment - worth 10%

The Medication module is worth 20% of the overall mark in EMT 400 course.

**LEGAL AND ETHICAL ISSUES MODULE****Module Description:**

Understanding the legalities and the ethical issues that confront PCPs is a critical area of importance. Before practicing as a PCP, students need to consider how Canadian and Alberta legislation affects patient care. In this module, the learner will have an opportunity to relate legal and ethical issues to his/her future practice in EMS.

**Module Outcomes:** (NOCP Competencies)

Upon completion of this module the student will be able to:

1. Understand and undertake the role of a professional EMT (1.1a,b,c,d; 1.6c)
2. Understand and utilize provincial and federal legislation as it relates to practice. (1.1.e; 1.1.j; 1.3.a, b; 1.4.a)
3. Understand and implement appropriate scope of practice for an EMT (1.3.a,c; 1.6a,b)
4. Demonstrate knowledge of professional development activities and currency of practice (1.1.f; 1.1.h; 1.2.a,b,c)
5. Understand and discuss patient's rights and EMT responsibilities of patient advocacy (1.1.d; 1.1.k; 1.3.b; 5.8b)
6. Explain and demonstrate ethical behavior (1.1.e, 1.1.j; 1.6.a,b; 5.8b)
7. Work collaboratively and cooperatively with other members of the health care team (1.1g; 1.5a b,c,d; 1.6c)

**Module Evaluation:**

Ethical Debate	5%
Legal & Ethical Integrated Assignment	5%
Both are worth 10% of the overall mark in EMT 400 course.	

**Module Resources:**

The learner is to use resources found in and around their community. The resources will depend on the debate/research subject. Examples are:

- Internet
- Keyano College Library
- Community Library
- Family Community Support Services
- Public Health Office

**PRE-HOSPITAL ESSENTIALS MODULE****Module Description:**

In this module, through a series of eleven comprehensive lessons, the student will learn the essential theoretical knowledge required of a PCP practitioner. Students will participate in opportunities to apply their knowledge to skills practice in the classroom/lab setting.

Note: Students will participate in lectures, group discussions, and independent learning practices to help them prepare to work as a PCP. During class time, instructors will provide direction to students, however, the expectation is that students will work together outside of class time to complete the learning activities found in each lesson.

**Module Outcomes:** (NOCP competencies/)

Upon completion of this module the student will be able to:

1. Demonstrate knowledge of appropriate techniques (inspection, palpation, percussion, and auscultation) related to objective assessments of all body systems. (4.3.a,b,c,d,e; 4.3.g-n; 4.4.a,f,g,h,I; 6.2.d,e)
2. Demonstrate knowledge of the specialized assessment techniques related to the pregnant, neonatal, pediatric and geriatric patient.( 4.3.a,b,f, o; 4.4.b,c,d; 6.2.a,b,c)
3. Demonstrate knowledge of the specialized assessment techniques related to the psychiatric patient experiencing crisis and patients experiencing drug overdose. (4.3.p; 6.1.p)
4. Demonstrate ability to consider assessment findings and infer a differential diagnosis.( 4.3.c-p)
5. Based on the interpretation of assessment findings and the differential diagnosis, demonstrate decision making skills and knowledge to provide care to a variety of clients across the lifespan. (4.4.b,c; 6.1.a-q; 6.2.a-e)
6. Provide basic care for soft tissue injuries. (5.6.a-e)
7. Demonstrate knowledge, clinical decision making skills, and ability to provide care for patients experiencing a variety of medical conditions. (6.1.k,m,n; 6.2. b-e)
8. Demonstrate ability to distinguish between urgent and non-urgent illnesses and injuries and explain the approach to each patient (6.1.l)
9. Demonstrate an understanding and ability to justify approach, assessment, care, and transportation decisions related to patients experiencing traumatic injury. (5.7.a,b; 6.2.b,c,d,e; 6.1.o)
10. Demonstrate an understanding of relationship of mechanism of injury to patient condition and care provided. (6.1.a-n)

11. Demonstrate knowledge and ability to protect self and others from communicable disease transmission. (3.3.f-h)
12. Demonstrate knowledge and ability to protect self and others from exposure to environmental hazards (3.3.e; 6.1.n)
13. Demonstrate knowledge, clinical decision making skills, and understanding of how to triage multiple casualty situations and situations where there is only one patient. (4.1.a,b)
14. Demonstrate understanding of safety and knowledge specific to fixed wing and rotary wing aircraft specific to patient transportation. (7.3.a-c; 7.4.a-b)
15. Recognize stress indicators, coping strategies and an understanding of the Critical incident Stress Management System (CISM). (3.1c)
16. Demonstrate knowledge of specific illnesses, injuries and complications related to all body systems, across the lifespan. (4.3.c,d-p; 4.4.h)

**Module Evaluation:**

Four multiple choice exams (covers all material covered in the Essential 400 modules)

- One multiple choice exam worth 5%
- Second multiple choice exam worth 5%
- Third multiple choice exam worth 15%
- Final Exam (**comprehensive**) multiple choice worth 20%

All four Essentials exams are worth 45% of the overall mark in PCP 400 course.



## Performance Requirements and Student Services

### Student Responsibilities

It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the [Keyano College credit calendar](#). The Keyano College credit calendar also has information about Student Rights and Code of Conduct. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

### Student Attendance

Class attendance is useful for two reasons. First, class attendance maximizes a student's learning experience. Second, attending class is a good way to keep informed of matters relating to the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and notes that may be due.

### Academic Misconduct

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:

- Plagiarism or the submission of another person's work as one's own;
- The use of unauthorized aids in assignments or examinations (cheating);
- Collusion or the unauthorized collaboration with others in preparing work;
- The deliberate misrepresentation of qualifications;
- The willful distortion of results or data;
- Substitution in an examination by another person;
- Handing in the same unchanged work as submitted for another assignment; and
- Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

In order to ensure your understanding of the concept of plagiarism, you must successfully complete the online tutorial found on [ilearn.keyano.ca](http://ilearn.keyano.ca). Then print the certificate, sign it, and show it to each of your instructors. Your course work may not be graded until you show this signed certificate.

### Specialized Supports

The Student Services Department is committed to Keyano students and their academic success. There are a variety of student supports available at Keyano. Due to the continuing situation with the Covid-19 pandemic, the offered support services will be implemented through a model to respond to the restrictions in force at the time. In-person and virtual services will be offered. All Alberta Health Services guidelines will be followed for in-person appointments—wear a mask, maintain two meters of physical distance, use hand sanitizer, and stay home if you are unwell.

All student services are available during Keyano business hours: Monday to Friday, 8h30-16h30. The College is closed for statutory holidays. If you require support outside of regular business hours, please inform the support service team, and we will do our best to accommodate your needs.

**Accessibility Services:** provides accommodations for students with disabilities. Students with documented disabilities, or who suspect a disability, can meet with a Learning Strategist to discuss their current learning barriers and possible accommodations. Students who have accessed accommodations in the past are encouraged to contact us to request them for the semester. Please note that requesting accommodations is a process and requires time to arrange. Contact us as soon as you know you may require accommodations. For accessibility supports and to book an appointment, please contact [accessibility.services@keyano.ca](mailto:accessibility.services@keyano.ca).

Accessibility Services also provides individual and group learning strategy instruction for all students, as well as technology training and supports to enhance learning. Meet with a Learning Strategist to learn studying and test-taking strategies for online classes. Schedule an appointment with the Assistive Technology Specialist to explore technology tools for learning. Book an appointment today by emailing [accessibility.services@keyano.ca](mailto:accessibility.services@keyano.ca).

**Wellness Services:** offers a caring, inclusive, and respectful environment where students can access free group and individual support to meet academic and life challenges. Mental Health Coordinators offer a safe and confidential environment to seek help with personal concerns. Students may access services virtually and in-person.

Wellness Services welcomes students to participate in any of the group sessions offered throughout the academic year addressing topics including mindfulness and test anxiety.

Individual appointments can be made by emailing [wellness.services@keyano.ca](mailto:wellness.services@keyano.ca).

**Library Services:** provides students with research and information supports as they engage in their studies. Library staff are available to support you both online and in-person throughout the semester. For a detailed list of library supports and services, go to [www.keyano.ca/library](http://www.keyano.ca/library). For all inquiries, please email [askthelibrary@keyano.ca](mailto:askthelibrary@keyano.ca) or chat with us online.

Begin your research with the [Library's FIND page](#). Search for information and sources for your assignments using the OneSearch, the Library's Catalogue, or by searching in a specific database selected from the [A-Z Database List](#).

Individual support with us is available. For support with citations, research and other information needs, appointments can be booked using the online [Book A Librarian Calendar](#). For support with Moodle, educational tools for assignments, Microsoft Office, Zoom, Teams and more, book an appointment using the online [Educational Technology Support Calendar](#).

Research and subject guides are helpful resources when beginning your research, assignment, using new educational technology, or addressing other information needs. To view a subject or course-specific guide, check out the complete listing of online [Subject Guides](#).

To access additional research resources, including Citation Guides (APA, MLA, Chicago, or IEEE), go to the [Research Help Library page](#).

The Loanable Technology collection is available to support students in their learning pursuits, whether online, in person or both. Items available for borrowing include mobile projectors, webcams, noise-cancelling headphones, Chromebooks, and laptops. For an up-to-date list of technology available for borrowing as well as support available, go to the Library's [Loanable Technology webpage](#).

**Academic Success Centre:** The Academic Success Centre is a learning space in the Clearwater Campus (CC-119) at Keyano College. Students can gather to share ideas, collaborate on projects, get new perspectives on learning from our Academic Content Specialists, or use the Centre's educational resources. The Academic Success Centre provides academic support services to students registered in credit programs at Keyano College in the form of individual tutoring, writing support groups, facilitated study groups, workshops, and study space. Services are **free** to Keyano students.

Academic Content Specialists are available in the areas of Math, Science, Human Services, and English/Humanities. This covers all courses offered at Keyano. The Academic Success Coach can also be found in the Academic Success Centre.

For the most up to date information on how to book a session, please view [the Keyano Academic Success Centre homepage](#).

**Academic Integrity:** The goal of the Academic Success Centre is to foster a student's ability to learn effectively and independently. Students registered at Keyano College are welcome to drop by the Centre to visit with any of our Academic Content Specialists to discuss their academic concerns.

**Availability:** Monday to Friday: 8:30 a.m. – 4:30 p.m. Flexible times may be available upon request. Virtual and in-person sessions, please email to get in contact with our Academic Content Specialists. For the most up to date information on how to book a session, please view the [Academic Success Centre homepage](#).

**Academic Success Coach:** offers you support and access to resources for your academic success to help you to find the Keys to your Success. The Academic Success Coach will work with you to develop an academic success plan, develop your study and time management skills, and connect you with the right resources here at Keyano. [Academic.success@keyano.ca](mailto:Academic.success@keyano.ca) is the best way to access resources during blended service delivery. The Academic Success Coach is located in the Skill Centre in CC-119 at the Clearwater Campus.

### **E-Learning**

Technology and internet will impact your online learning experience. It's important that you can watch an online video and other course materials, take online quizzes and participate in a live class with your instructor and other students. Live/virtual classes will be hosted in Microsoft Teams or Zoom.

For all course delivery types, you will access your course resources on Keyano's learning management system, [Moodle \(iLearn\)](#). Login in using your [Keyano username and password](#).

Keyano College operates in a Windows based environment, and having the correct tools for online learning is important. Here's a list of recommended system requirements.

### **Internet Speed**

Minimum Internet speeds of 10 Mbps.

Recommended Internet speeds of 25 Mbps (especially if you are sharing your internet at home).

Check your internet speed with [Fast.com](http://Fast.com).

**System requirements:**

Microsoft Windows  <b>Minimum Requirements:</b> A Windows 10 <b>computer/laptop</b> <ul style="list-style-type: none"> <li>· Minimum 4GB of RAM.</li> <li>· 10GB+ available hard drive storage.</li> <li>· Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). <a href="#">Microsoft Office</a> software is free to all Keyano students and employees.</li> <li>· Microphone, webcam and speakers. A headset with a microphone is recommended.</li> <li>· System updates must be regularly installed.</li> <li>· Anti-Virus / Anti-Malware software</li> </ul>	Apple  <b>Minimum Requirements:</b> A Macintosh (V10.14 and above) <b>computer/laptop</b> <ul style="list-style-type: none"> <li>· Minimum 4GB of RAM.</li> <li>· 10GB+ available hard drive storage.</li> <li>· Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). <a href="#">Microsoft Office</a> software is free to all Keyano students and employees.</li> <li>· Microphone, webcam and speakers. A headset with a microphone is recommended.</li> <li>· System updates must be regularly installed.</li> <li>· Anti-Virus / Anti-Malware software.</li> </ul>
<b>Recommended Requirements</b> <ul style="list-style-type: none"> <li>· 8GB of RAM</li> <li>· A method of backing up/synchronizing to local or cloud-based storage such as OneDrive is highly recommended. This is included if you complete the setup of KeyanoMail and download MS Office using your Keyano email for free.</li> </ul>	<b>Recommended Requirements</b> <ul style="list-style-type: none"> <li>· 8GB of RAM</li> <li>· A method of backing up/synchronizing to local or cloud-based storage such as OneDrive is highly recommended. This is included if you complete the setup of KeyanoMail and download MS Office using your Keyano email for free.</li> </ul>
Chromebooks are <b>not</b> recommended as they are not compatible with testing lockdown browsers. A Microsoft Surface or iPad or iPad Pro may be possible alternatives in some program areas.	

**Specific Department Requirements:**

Business and OA programs require Windows 10.  
 Other programs may utilize Windows based tools as well.

**Computer Software**

Students will be able to get access to Microsoft Office 365 for free using Keyano credentials by [clicking here](#).

**Recording of Lectures and Intellectual Property**

Students may only record a lecture if explicit permission is provided by the instructor or by Accessibility Services. Even if students have permission to record a lecture or lecture materials, students may not share, distribute, or publish any of the lectures or course materials, this includes any recordings, slides, instructor notes, etc. on any platform. Thus no student is allowed to share, distribute, publish or sell course related content (instructor, or students) without permission. It is important to recognize that the Canadian Copyright Act contains provisions for intellectual property. The [Academic Integrity Policy](#) provides additional information on Keyano College's expectations from students as members of the intellectual community.

**ITS Helpdesk**

If you are having issues with your student account, you can contact the ITS Helpdesk by emailing [its.helpdesk@keyano.ca](mailto:its.helpdesk@keyano.ca) or calling 780-791-4965.