

Fall, 2022

PCP 407, Practical Course

3 credits, 150 hours

Course Description

The PCP Practical course consists of seven comprehensive lessons. Each lesson focuses on the skills of Basic Life Support (BLS) practitioners and is aligned with the National and Provincial Competency Profiles. A “Skills Reference Manual” will be utilized to outline the expected method of performing skills from the Competency Profile while applying theory covered in PCP 400. Included in this course is an additional 16 hours for the theory and practical application of International Trauma and Life Support (ITLS) and related skills required for a PCP. Successful students will demonstrate ITLS skills in a laboratory setting and complete a written exam for certification.

Co-requisites: PCP 400, PCP 406

Instructors

Adam Nichols adam.nichols@keyano.ca

Maddie Dodge Maddie.dodge@keyano.ca

Office: BL 253, BL 255

Office Hours

Weekdays from 08:00 – 16:30

Hours of Instruction

Refer to timetable provided in Moodle for hours of instruction.

Required Resources

Refer to Moodle and/or Keynotes bookstore for required textbooks

Course Outcomes

Upon successful completion of the course, the student shall be able to demonstrate their ability to apply the specific competencies outlined in the Competency Workbook List on simulated patients. The student progression is measured through Skill Qualification Exams (SQ exams) given on dates found in the program schedule. The following list represents competencies students must be prepared to demonstrate during the PCP Practical course.

During this course, the student will conduct a physical assessment on a simulated patient demonstrating appropriate use of inspection, palpation, percussion, and auscultation while:

1. Conducting cardiovascular system assessments and interpret findings.
2. Conducting neurological system assessments and interpret findings.
3. Conducting respiratory system assessments and interpret findings.
4. Conducting GI system assessments and interpret findings.
5. Conducting GU system assessments and interpret findings.
6. Conducting integumentary system assessments and interpret findings.
7. Conducting a scene assessment and interpret findings.
8. Conducting rapid patient survey and interpret findings.
9. Conducting a detailed patient survey and interpret findings.
10. Conducting an ongoing patient survey and interpret findings.
11. Conducting musculoskeletal assessments and interpret findings.
12. Conducting psychiatric assessments and interpret findings.
13. Practicing safe biomechanics and mental health.
14. Apply ITLS theory learned in the classroom to a practical scenario in a controlled environment.
15. Practice ITLS technical skills necessary to complete competencies such as life support, trauma management, patient transportation, communication, and documentation.
16. Develop rapid assessment, interpretation of data and therapeutic intervention in simulated patient situations.
17. Understand the importance of ongoing professional development.

Evaluation

The student will demonstrate their personal abilities to apply PCP level skills through the completion of the following assignments. The course evaluation includes three integrated Skill Qualification exams.

CPR and WHMIS certification	Pass/Fail
Medical Skills Qualification Exam (SQ)	40%
Final Medical Skills Qualification Exam (SQ)	20%
Final Trauma Skills Qualification Exam (SQ)	20%
Oral Exam	20%

ITLS Evaluation

For successful completion of this course, the students must pass the ITLS course by:

1. Obtain a minimum grade of 80% on the ITLS multiple choice exam, and
2. Successfully perform all trauma scenarios (grading rubric in Moodle)

1. Ambulance Inventory – During the didactic segment of the Keyano College PCP program the student will visit the local ambulance service to become familiar with one of the recognized “soft-duties” of being a PCP. This soft duty includes specific activities as performing equipment inventory and vehicle checks.
2. Medical Skills Qualification Exam – The student receives a simulated medical scenario. During the exam, the student is to assess, and treat the illness while following the exam template provided (see orientation and Assignment package). The student must remember to verbalize all actions to ensure the examiner is aware of the “thinking” that is occurring. The student will receive feedback from the instructor immediately after the exam.
3. Final Skills Medical and Trauma Qualification Exams – These exams will follow the same process as the Medical SQ exam except that instructor feedback is given once all students have completed the exam process.
4. Oral Exam – This exam is essentially set up the same way as the SQ exams, except there is no equipment application. In front of a panel of instructors, the student will gather a history from a simulated patient and then communicate the findings through a verbal report, patch report and a PCR.

Grading System

Descriptor	Alpha Scale	4.0 Numeric Scale	Percentage
Excellent	A+	4.0	96-100
	A	4.0	90-95
	A-	3.7	85-89
Good	B+	3.3	80-84
	B	3.0	76-79
	B-	2.7	72-75
Satisfactory	C+	2.3	68-71
	C	2.0	64-67
	C-	1.7	60-63
Poor Minimum Pass	D+	1.3	55-59
	D	1.0	50-54
Failure	F	0	0-49

Schedule

See the class schedule for topics and dates.

Please Note: The date and time allotted to each topic are subject to change.

Performance Requirements and Student Services

Student Responsibilities

As a student, it is your responsibility to contact the Office of the Registrar to complete the required forms, including the Withdraw Course or Program or a Change of Registration form. Please refer to the important dates listed in the Academic Schedule in the [Keyano College credit calendar](#). The Keyano College credit calendar also has information about Student Rights and the Code of Conduct. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and the Code of Conduct Policies.

Student Attendance

Class attendance is helpful for two reasons: First, class attendance maximizes a student's learning experience. Second, attending class is an excellent way to keep informed of matters relating to the course administration (e.g., the timing of assignments and exams). Ultimately, you are responsible for your learning and performance in this course. It is the responsibility of each student to be prepared for all classes. Absent students are responsible for the material covered in those classes, and students must ensure they are ready for their next class, including completing any missed assignments and notes.

Academic Misconduct

Students are considered responsible adults and should adhere to the principles of intellectual integrity. Intellectual dishonesty takes many forms:

- Plagiarism or the submission of another person's work as their 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,
- Submitting unchanged work 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. To ensure your understanding of plagiarism, you may be required to complete the online [Understanding Plagiarism tutorial](#) and submit the certificate of completion.

Online Learning

Technology and internet connectivity will impact your online learning experience. You may be required to watch online videos, take online quizzes, or participate in live online classes. Live/virtual courses 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 access to the correct tools for online learning is essential. Here's a list of recommended system requirements.

Internet Speed

Minimum download and upload speeds of 10 Mbps. Recommended download speeds of 25 Mbps and upload speeds of 10 Mbps (if you are sharing your internet at home). You can check your internet speed with [Speedtest by Ookla](#).

Computer System Requirements

Microsoft Windows	Apple (Mac)
<p>Minimum Requirements:</p> <ol style="list-style-type: none"> 1. Windows 10 Operating System or above 2. 4GB of RAM 3. 10GB available hard drive storage space <ol style="list-style-type: none"> a. Install the Microsoft Office 365 suite (~3GB) * 4. Microphone, webcam, and speakers (All modern laptops have these three accessories built-in.) 5. Windows has built-in anti-virus/malware software. It is essential to install system updates to keep your device secured regularly. <p>*Microsoft Office 365 is free to Keyano students.</p>	<p>Minimum Requirements:</p> <ol style="list-style-type: none"> 1. Mac Operating System 10.14 (Monterey) or above 2. 4GB of RAM 3. 10GB available hard drive storage space <ol style="list-style-type: none"> a. Install the Microsoft Office 365 suite (~3GB) * 4. Microphone, webcam, and speakers (All modern laptops have these three accessories built-in.) 5. Mac has built-in anti-virus/malware software. It is important to install system updates to keep your device secured regularly. <p>*Microsoft office 365 is free to Keyano students.</p>
<p>Recommended Upgrades</p> <ul style="list-style-type: none"> • 8GB of RAM • Regularly back up or synchronize your files, locally or with a cloud-based storage option. <p>OneDrive is the cloud-based storage option free to students after the setup of KeyanoMail and Microsoft 365.</p>	<p>Recommended Upgrades</p> <ul style="list-style-type: none"> • 8GB of RAM • Regularly back up or synchronize your files locally or with a cloud-based storage option. <p>OneDrive is the cloud-based storage option free to students after the setup of KeyanoMail and Microsoft 365.</p>
<p>Tablets, iPads, and Chromebooks are not recommended: they may not be compatible with the testing lockdown browsers and Microsoft Office 365.</p>	

Specific Department Requirements

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

Computer Software

Students have access to Microsoft Office 365 and Read&Write for free using Keyano credentials.

Recording of Lectures and Intellectual Property

Students may only record a lecture if explicit permission is provided by the instructor or 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 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 have issues with your student account, you can contact the ITS Helpdesk by emailing its.helpdesk@keyano.ca or calling 780-791-4965.

COVID-19 We are subject to provincial, and municipal bylaws, and policies. These decisions may change pending further direction from the Alberta Chief Medical Officer, Alberta Health Services, and other provincial guidelines. To protect yourself and others, get immunized, wash your hands, wear a mask, keep your distance (2m/6 ft) and remain home when feeling unwell. For the most recent COVID-19 information, please refer to albertahealthservices.ca/COVID.

Specialized Supports The Student Services Department is committed to Keyano students and their academic success. There is a variety of student support available at Keyano. All student services are available during Keyano business hours: Monday to Friday, 8:30 a.m. to 4:30 p.m. The College is closed on statutory holidays. If you require support outside of regular business hours, please inform the support service team, and they will do their best to accommodate your needs.

Accessibility Services provides accommodations for students living with disabilities. Students with documented disabilities or who suspect a disability can meet with an Access Strategist to discuss their current learning barriers and possible accommodations. Students who have accessed accommodations in the past are encouraged to contact the department to request accommodations for the following semester. Please note that requesting accommodations is a process and requires time to arrange. Contact the department as soon as you know you may require accommodations. For accessibility supports and disability-based funding, please book an appointment by emailing us at: accessibility.services@keyano.ca.

Accessibility Services also provides individual and group learning strategy instruction for all students and technology training and support to enhance learning. You can meet with an Access Strategist to learn studying and test-taking strategies. In addition, you can schedule an appointment with the Assistive Technology Specialist to explore technology tools for learning. Book an appointment today by emailing: 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 provide a safe and confidential environment for you to seek help with personal concerns. Our Wellness Navigator offers support with basic needs such as housing, financial and nutritional support, and outside referrals when needed. Wellness Services welcomes students to participate in group sessions that address topics including mindfulness and test anxiety throughout the academic year. Individual appointments can be made by emailing wellness.services@keyano.ca.

Library Services: provides students with research, information, and education technology supports as they engage in their studies. Library staff are available to help you online and in person throughout the semester. Librarians offer individual and small group appointments booked using the online [Book A Librarian calendar](#). The Library also provides research and subject guides to help you with your studies. To view a subject or course-specific guide, check out the complete list of online [Subject Guides](#). To start your research and access citation guides (APA, MLA, Chicago, or IEEE), visit the [Research Help page](#). The Library's collections (including print and online materials) are searchable using [OneSearch](#). The Library offers a Loanable Technology collection to support students accessing and using technology. For an up-to-date list of technology available for borrowing, visit the Library's [Loanable Technology webpage](#). For a detailed list of library resources and services, go to www.keyano.ca/library. For all inquiries, please email askthelibrary@keyano.ca or [chat with us online](#).

Academic Success Centre: The Academic Success Centre at Keyano College (CC-119) provides **free** academic support services to registered students, such as tutoring, writing support, facilitated study groups, workshops, and study space. Academic Content Specialists are available in Mathematics, Science, Trades, Power Engineering, Upgrading/College Prep, Human Services, English, Humanities, and more. Students are encouraged to visit the Academic Success Centre to discuss study strategies and academic concerns. For additional information, please email Academic.Success@keyano.ca.

Academic Success Coach: The Academic Success Coach is located in the Academic Success Centre and works with students to develop academic success plans, time management skills, study strategies, and homework plans. For additional information, please email Academic.Success@keyano.ca.

Authorization

This course outline has been reviewed and approved by the Program Chair.

[Adam, Nichols], Instructor
[Maddie, Dodge], Instructor

[Candi, Muise], Chair

Date Authorized

[Arlene, Starkes], Dean

Date Authorized

Signed copies to be delivered to:

Instructor
Registrar's Office