Advanced Care Paramedic (ACP)

ACP 503
Prehospital Skills Course Outline

Course Outline – Prehospital Skills

Course Description

The Prehospital Skills course focuses on simulated learning experiences where the student relates knowledge and values of Paramedicine and practicing common Skills. The student will demonstrate mastery of a Basic Life Support (BLS) Assessment Survey and apply skills to scenario situations. The student will complete independent study before practicing or demonstrating the skills in the laboratory environment.

When following the activities as guidelines, the student will gain a better understanding of the responsibilities of a paramedic. The student will appreciate the importance of BLS competency when assessing the need for ALS interventions. Each module is progressive and affirms BLS abilities.

Course Outcomes

Upon completion of this course the student will demonstrate in a lab setting the ability to:

- Utilize Oxygen Administration

- Administer Oxygen with application of Pocket Mask

- Administer Oxygen with application of Nasal Cannula

- Administer Oxygen with application of Non Rebreather Mask

- Administer Oxygen with application of Bag Valve Mask

- Administer Oxygen with application of King LT

- Administer Oxygen with application of Laryngeal Mask Airway

- Upper Airway Adjuncts:

- maintain an airway with Oropharyngeal airway

- maintain an airway with Nasopharyngeal airway

- Suctioning

- Monitoring of Heart Rate, SP02, EC02, Respirations, Blood Pressure on all airway applications and Interventions

- Maintain peripheral intravenous (IV) access devices and infusions of crystalloid solutions without additives.

- Demonstrate the ability to perform intravenous administration of medications.
- Conduct peripheral intravenous cannulation.
- Administer volume expanders (colloid and non-crystalloid).
- Follow safe process for responsible medication administration.
- Administer medication via subcutaneous route.
- Administer medication via intramuscular route.
- Administer medication via intravenous route.
- Administer medication via sublingual route.
- Administer medication via oral route.
- Administer medication via inhalation.
- Administer medication via intranasal route
- Demonstrate the ability to operate an infusion pump.
- Demonstrate the ability to use medications from a variety of containers
- Combat Application Tourniquet
- Pressure Infuser Administration
- Provide Routine Urinary Catheter Care
- Obtain 12 Lead ECG
- Vital Signs
- Glucose Monitoring
- Traction Splinting
- Spinal Immobilization
- Cardiac Arrest Management and AED
- Suctioning

Course Evaluation

Successful completion of the Prehospital Skills course is determined from the following activities.

Module One BLS Assessment Mastery	20%
Module Two Skills Qualification Stations	20%
Module Three Skills Qualification Stations	20%
Module Four Skills Qualification Stations	20%
Final Written Exam	20%
Total	100%
Passing Grade	80%

BLS Assessment Mastery

Throughout this course, the student must demonstrate mastery in Basic Life Support Assessment Surveys. All SQ exams use both objective and subjective evaluation criteria. To achieve the minimum 20% for this assignment, the student must first demonstrate mastery in the ability to follow the *BLS Assessment Survey*. This assignment is in the first module, but the student must maintain the competency throughout the course.

Tech Day Participation/ The Integration Exercises (Modules 2, 3 and 4)

The Integration Exercises will assist the student with relating the required knowledge to the competencies that they practice. Students will participate in scheduled dates with their instructor in mediated lab practice and evaluation of competencies. This activity is worth 60% of the Final Course Grade.

Final Written Exam

The student will have to write a comprehensive final exam covering all components of the course. This exam represents 20% towards the final course grade.

The SQ Exam Criteria Table

Assessment Survey 100% required	The patient assessment is a critical action and students must achieve 100% in each SQ exam. Students will complete all patient assessments by following the *Assessment Survey Guidelines.*
Prerequisite Competencies	Students must consider the *EMR and PCP Competency Profiles* as prerequisites knowledge and skills of an average BLS provider. These skills can apply to every SQ exam.
Scenario Grading Tool	A Scenario Grading tool, found at the end of Module Two, Three, and Four will evaluate the student's application of the competencies practiced in the module.
Objective Evaluation	The objective evaluation grades the student's ability to apply the competency guidelines. Instructions will document strengths and weaknesses explaining the rationale for the grades.
Subjective Evaluation	The student will answer four questions relating theory to the competency application. The questions will address the following concepts and are at the discretion of the evaluator. - Explain the patient's level of consciousness relating the MOI to the level of consciousness. - Apply Objective Assessment Indices. - How did you make the decision to maintain or rule out c-spine stability? - Name potential or expected complications of this patient's airway and lung compliance? - Explain why you used this airway equipment and techniques. - Explain your assessment priorities? - Explain when, during the scenario, an assessment finding required an intervention? - What were the treatment priorities for this patient? What were the "red-herrings?" - Relate the equipment to transportation requirements of this patient. What resources are required? - Explain your transport decisions. How could ALS skills help or harm this patient? - Which was the first ALS skill applied to this patient? Why? - Relate this patient's history with MOI. - Identify the priority communication requirements when transferring patient history to higher level of care.

Course Resources

American Academy of Orthopaedic Surgeons (AAOS); Paramedic Association of Canada; Caroline, N. (2020). Nancy Caroline's Emergency Care in the Streets Advantage Package (Canadian Edition; 8th ed.).

Course Prerequisites

Prerequisite Knowledge and Skill Base – PCP Scope of Practice

Formative and Summative Evaluation

Evaluation in this program is both formative and summative in nature.
Formative evaluation will occur throughout each course and is intended to provide instructor and student with information about the student progression in achieving course specific outcomes and goals. The information obtained from the evaluation processes will be utilized to provide direction for your future learning activities.

Summative evaluation occurs at the end of the course and is used along with formative evaluation to determine student performance in the course as well as progression in the program.

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. 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.

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

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.

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. For all inquiries, please email 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 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.

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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.
System requirements:

Microsoft Windows	Apple
Minimum Requirements: A Windows 10 **computer/laptop** · Minimum 4GB of RAM. · 10GB+ available hard drive storage. · Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). Microsoft Office software is free to all Keyano students and employees. · Microphone, webcam and speakers. A headset with a microphone is recommended. · System updates must be regularly installed. · Anti-Virus / Anti-Malware software	**Minimum Requirements:** A Macintosh (V10.14 and above) **computer/laptop** · Minimum 4GB of RAM. · 10GB+ available hard drive storage. · Enough available hard drive space to install the Microsoft Office suite (approximately 3GB). Microsoft Office software is free to all Keyano students and employees. · Microphone, webcam and speakers. A headset with a microphone is recommended. · System updates must be regularly installed. · Anti-Virus / Anti-Malware software.
Recommended Requirements · 8GB of RAM · 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.	**Recommended Requirements** · 8GB of RAM · 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.
Chromebooks are **not** 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.	

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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 or calling 780-791-4965.