The College of Education and Professional Studies and the Department of Kinesiology and Health Studies are committed to helping students learn by providing a range of transformative learning experiences in discipline knowledge and in the five core areas: leadership; research, creative and scholarly activities; service learning and civic engagement; global and cultural competencies; and health and wellness.

COURSE PREREQUISITES: none

TEXTBOOK:
American Red Cross First Aid – Responding to Emergencies, Fifth Edition 2007, StayWell

COURSE DESCRIPTION:
The purpose of this course is to train laypersons to respond appropriately to emergency situations. The course content and activities will prepare you to better recognize emergencies, make first aid decisions, and provide care with little or no first aid supplies or equipment.

SPECIFIC OBJECTIVES:
1. Explain how the EMS system works and the citizen responder’s role in the EMS system, including how and when to call EMS personnel.
2. Identify the signs and symptoms of breathing emergencies, including choking, and demonstrate how to provide rescue breathing and first aid for choking.
3. Identify the major risk factors for cardiovascular disease, and describe how to minimize them.
4. Recognize the signs and symptoms of a possible heart attack, and describe how to care for someone who is experiencing persistent chest pain.
5. Identify the signs of cardiac arrest, and demonstrate how to provide cardiopulmonary resuscitation (CPR) until emergency medical personnel arrive.
6. Identify life-threatening bleeding, and demonstrate how to control it.
7. Identify the signs and symptoms of shock, and describe how to minimize its effects.
8. Identify the signs and symptoms of various soft tissue and musculoskeletal injuries, and demonstrate how to care for them.
9. Identify the signs and symptoms of sudden illness, including poisoning, bites and stings, and heat and cold emergencies, and describe how to care for them.
10. Describe when and how to move a victim in an emergency situation.
11. Identify the differing needs of diverse groups of people and the special considerations required in an emergency.
12. Knowledge of and skill in performing basic first aid procedures for exercise-related injuries, such as bleeding, strains/sprains, fractures, and exercise intolerance (dizziness, syncope, heat and cold injuries). KSA 1.10.3
13. Knowledge of the initial management and first aid techniques associated with open wounds, musculoskeletal injuries, cardiovascular/pulmonary complications, and metabolic disorders. KSA 1.10.12
14. Become familiar with how to respond to and provide care for a person in a situation when help is delayed.
INSTRUCTIONAL PROCESS:
There will be lectures, discussions, group activities, videos, and skill practice.

COURSE REQUIREMENTS:
1. Read the textbook.
2. Correctly answer at least 80% of the questions on both (1 CPR and 1 First Aid) test  (For certification)
3. Correctly complete scenarios on CPR and first aid emergencies.
4. Complete both in and out of class assignments

GRADE EVALUATION:
A = 90 – 100; B = 80 – 89; C = 70 – 79; D = 60 – 69; F = below 60

GRADING AND ATTENDANCE:
Your grade in this course will be based on satisfactory completion of assignments, scores on tests, active participation in class sessions and the final examination. In order that students may accomplish the objectives of the course by the end of the semester, students will be expected to attend class regularly and take an active part in classroom discussions and activities.

GRADES:
<table>
<thead>
<tr>
<th>Exam</th>
<th>Points</th>
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<tbody>
<tr>
<td>Exam #1</td>
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<tr>
<td>Practical #1</td>
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<td>Exam #2</td>
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<tr>
<td>Practical #2</td>
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</tr>
<tr>
<td>Quizzes/assignments</td>
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<tr>
<td>Total</td>
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*The total number of points is tentative and may change.

TENTATIVE SCHEDULE
Week 1: Introduction/Responding to an Emergency/Before Giving Care
Week 2: Body Systems/Checking the Victim
Week 3: Breathing Emergencies
Week 4: Cardiac Emergencies for Infants, children and adults/Unconscious Choking
Week 5: Practical Practice
Week 6: Automated External Defibrillator/ AED quiz
Week 7: Practical and Written Exams
Week 8: Soft Tissue Injuries
Week 9: Soft Tissue Injuries
Week 10: Musculoskeletal Injuries
Week 11: Injuries to Extremities/Head, Neck and Back Injuries
Week 12: Injuries to the Chest, Abdomen and Pelvis
Week 13: Splinting/Heat and Cold Related Emergencies
Week 14: Sudden Illness/Poisonings
Week 15: Bites Stings/Substance Use and Abuse
Week 16: Practical Practice/Practical Exam

MAKE-UP TESTS:
Missed exams earn a “0”. Prior approval from the instructor must be obtained in order to make up the exam. If approval is obtained, a period of one week from the scheduled exam time will be allowed for a make-up. **All make-up exams will receive a 10% deduction.**
DO NOT BE LATE TO CLASS!!  Attendance will be taken at the beginning of each class period. If you are late you will be counted absent. Students who are late are expected to come in quietly, take a seat near the back door and avoid disrupting others. Lecture material or assignment instructions will not be repeated for the benefit of students who arrive late. Students are responsible for obtaining, after class and from other classmates, any information disseminated before their late arrival.

Late Assignments:  Assignments must be turned in at the beginning of class on the day that they are due. Otherwise the assignment will be considered late. Assignments up to one class period late will be accepted for a 50% deduction. Assignments that are more than one class period late will receive a “0”.

No talking on, touching, or looking at cell phones during class. Participating in any of these activities will result in a 5 point deduction from your next exam. Keep cell phones out of sight during class.

Some group and individual assignments will be completed during class. These assignments may not be made up. Such assignments may include written responses to videos, written responses to class discussions, and formative assessments of learning.

All e-mail correspondence should be written at a college level. Professor will not respond to e-mails that are not properly written (i.e. all lower case letters, no punctuation, greeting not included, etc.). When e-mailing a professor, keep in mind that you are not e-mailing or text messaging your best friend. Practice professionalism!

Fatal Error Policy:
All written assignments must meet minimal presentation standards to be acceptable. These standards address spelling, punctuation, format and basic grammar. The term Fatal Errors refers to technical American English errors of form. Specifically, they include the following:

   a) each different word misspelled;  
   b) each sentence fragment;  
   c) each run-on sentence or comma splice;  
   d) each mistake in capitalization;  
   e) each serious error in punctuation that obscures meaning;  
   f) each error in verb tense or subject/verb agreement;  
   g) lack of conformity with assignment format; and,  
   h) each improper citation, or lack of citation, where one is needed.

Papers with more than three (3) fatal errors marked by an instructor on any one page, or more than 12 non-repeated errors for the entire document will be returned to the student and subject to 20% off the grade immediately and may be subject to 10% off for each day until the paper is returned corrected.

Instructors will determine the number of resubmissions allowed for each assignment. Final course papers (where there is no time for a resubmission) will be docked one percent of the grade for each error including one percent off for each repeated error.

Ethical conduct is expected in this course; academic dishonesty will not be tolerated. Academic dishonesty includes, but is not limited to: plagiarizing; cheating on exams or in the preparation of academic work; copying from tests, reports, etc.; collaborating with others without prior authorization; reuse of work in more than one class without informing the instructor; possessing contents of an un-administered examination; and using materials during a test not authorized by the instructor. While collaboration with cohorts in study groups is encouraged,
each student is responsible for his or her own work. Students may not, under any circumstances, turn in work that has been prepared by someone else.

Disciplinary action (as outlined by the Code of Student Conduct) will result in one of the following at the instructor’s discretion:
- A substitute assignment or examination
- A reduced grade for the assignment, examination, or course
- A grade of zero of F for the assignment, examination, or course
- A grade of F for the course

*NOTE: UCO subscribes to the Turnitin.com plagiarism prevention service. Students agree that by taking this course, all required assignments may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted assignments will be included as source documents in the Turnitin.com restricted access reference database for the purpose of detecting plagiarism of such assignments. Use of the Turnitin.com service is subject to the Terms and Conditions of Use posted on the Turnitin.com website. Turnitin.com is just one of various plagiarism prevention tools and methods which may be utilized by your faculty instructor during the term of the semester. In the UCO Student Handbook, there is a process for contesting any plagiarism allegations against you.

Special Accommodations: The University of Central Oklahoma complies with Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act of 1990. Students with disabilities who need special accommodations must make their requests by contacting Disability Support Services, at (405) 974-2516. The DSS Office is located in the Nigh University Center, Room 309. Students should also notify the instructor of special accommodation needs by the end of the first week of class.

“If an emergency occurs that prevents the administration of a final examination, the student’s final course grade will be calculated based on the work in the course completed to that point in time and the faculty member’s considered judgment. Final exams will not be rescheduled, and a grade of “I” will not be given as a result of the missed exam.”

UCO Weather Line: 974-2002 or access weather related closing info at www.uco.edu