Course Number: HED 101
Course Title: Introduction to Health Care Skills
Prerequisites: None
Credit Hours: 1 credit hour
Course Instructor: K.Krause  Email: krausek@carrollu.edu
Office Hours: by appointment
Class Days: Wednesday night
Class Time: 6:00 pm to 9:50 pm
Classroom: Ganfield 107
Final Exam: no final exam, tests for HED101 administered during third class
Format: Lecture, Discussion, Small Group Work

Course Text: Required-First Aid/CPR/AED Participants Manual and Required-
CPR/AED for Professional Rescuers and Health Care Providers handbook

Course Description:
The purpose of this course is to provide the knowledge and skills that are necessary to become First Aid
and Adult, Child, and Infant CPR certified in accordance with the American Red Cross. These skills
include the ability to call for help, to help sustain life, reduce pain, and minimize the consequences of
injury or sudden illness until advanced medical care arrives. Students will also learn policies and
standards regarding bloodborne pathogens and occupational exposure in accordance with the
Occupational Safety and Health Administration (OSHA) guidelines.

Attendance and Procedures:
Students are expected to attend all classes. Students who can not attend class due to an illness,
personal/family issues, or campus related functions must make up the time and material covered in the
course at the discretion of the instructor. If a student can not attend the class for any other reason, the
course instructor MUST be notified prior to the day of class. If absent, the progression of course material
might make it advisable for the student to take the next CPR course offering. If a student does not inform
the instructor of an absence prior to the class, the student will be able to make up the time and material
ONLY at the discretion of the instructor. This absence could be deemed an unexcused absence, resulting
in failure for the course. Students are expected to be on time for the course.

Class Modifications:
Students with disabilities who may need accommodations or any student considering obtaining
documents should make an appointment with the Walter Young Center (262-524-7621) no later than the
first week of class.

Grading Scale:
Each student will be graded on attendance of classes and laboratory sessions.

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
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<tbody>
<tr>
<td>93-100%</td>
<td>A</td>
</tr>
<tr>
<td>88-92%</td>
<td>A/B</td>
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<tr>
<td>83-87%</td>
<td>B</td>
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<tr>
<td>78-82%</td>
<td>B/C</td>
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<tr>
<td>70-77%</td>
<td>C</td>
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<tr>
<td>60-69%</td>
<td>D</td>
</tr>
<tr>
<td>Below 59%</td>
<td>F</td>
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</tbody>
</table>
Students will take written and practical exams for the American Red Cross First Aid/CPR/AED for the Professional Rescuer and Health Care Providers. To obtain certification students must score an 80% on written exams and competency must be demonstrated via oral/practical demonstration of skills exams.

**Bloodborne Pathogen Grading**
Students will take a written exam for the OSHA Bloodborne Pathogen Occupational Exposure Control.

- CPR/AED Written Exam: 25 pts.
- Practical Demonstration of CPR/AED Skills Exam: 25 pts.
- First Aid Written Exam: 25 pts.
- Oral Presentation/Demonstration of selected First Aid topic: 10 pts.
- Practical Demonstration of First Aid Skills Exam: 25 pts.
- Bloodborne Pathogen Written Exam: 25 pts.

To maintain First Aid certification students must take a challenge test once every two years. To maintain CPR/AED certification students must take a challenge test for the written and oral/practical every two years.

**Statement on Academic Integrity:**
The Carroll College Academic Integrity Policy is located in your student handbook (pages 17-21). If a student is to violate this policy, the professor reserves the right to impose a failing grade to that student and report them to the proper authorities.

**Course Objectives:**
Upon successful completion of the course, the student will:

**American Red Cross First Aid and CPR for Professional Rescuer**
1. Explain how the EMS (Emergency Medical Services) system works and what signals and situations require a person to call for an ambulance, and how the professional rescuer's role in the EMS system differs from a citizen responder's role.
2. Identify guidelines to follow to ensure personal safety and the safety of others at an emergency scene.
3. Explain what happens in the body if certain body systems fail to function.
4. Identify ways in which diseases are transmitted and describe basic safety precautions to prevent transmission.
5. Explain the four emergency action principles.
6. Identify the signals of breathing emergencies in the Adult, Child and Infant, including choking, and demonstrate how to provide care.
7. Identify the major risk factors for cardiovascular disease and for injury, and describe how to control them.
8. Identify a resuscitation mask and demonstrate how to use it.
9. Explain how to give CPR in certain special situations and under certain conditions.
10. Identify the signals of a possible heart attack and describe how to provide care.
11. Identify the signals of cardiac arrest and demonstrate how to provide care.
12. Identify life threatening bleeding, and demonstrate how bleeding can be controlled.
13. Identify the signals of various illnesses, including poisoning, seizures, and heat and cold emergencies, and describe how to care for them.
14. Describe when and how to move a person in an emergency situation.

**OSHA Bloodborne Pathogen**
1. Describe OSHA standards relating to exposure to bloodborne pathogens.
2. Define OSHA and its purpose.
3. Explain OSHA’s concern with bloodborne pathogens.
4. List facilities covered by the bloodborne pathogen exposure standard.
5. Identify the components of the OSHA standard for bloodborne pathogen exposure.
7. Identify body fluids to which Universal Precautions apply.

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8. List standards for engineering controls.
9. Describe mandatory personal protective equipment.
10. Outline standards on recapping needle and handling of sharps.
11. Explain the importance of hand washing and using gloves.
12. Identify standards on handling specimens, sharps containers, and housekeeping.
13. Describe color-coding and labeling requirements for bloodborne pathogens.
14. List the requirements for disposal of regulated waste and handling of laundry.
15. List hepatitis B vaccine requirements.
16. List the procedures to follow after exposure to bloodborne pathogens.
17. List the requirements for medical records of employees.
18. Outline the components of employee training for bloodborne pathogen standards.
19. Identify tuberculosis control and protection.

Course Outline:

<table>
<thead>
<tr>
<th>Syllabus</th>
<th>0:10</th>
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**CPR/AED Professional Rescuer**

**Lesson 1**

- Introduction: 0:15
- Professional Rescuer: 0:05
- Emergency Medical Services: 0:10
- Legal Considerations: 0:15
- Preventing Disease Transmission: 0:15
- Emergency Action Principles: 0:05
- Moving a Victim: 0:05
- Resuscitation Masks: 0:10
- Initial Assessments: 0:25
- Breathing Emergencies: 0:05
- Rescue Breathing (Adult, Child, Infant): 0:45
- Bag-Valve-Mask: 0:15
- Airway Obstruction: 0:50
- Wrap-Up: 0:05

**Total**: 3:45

**Lesson 2**

- Cardiac Emergencies
- Lesson 1 Review: 0:05
- Cardiac Chain of Survival: 0:05
- Signs and Symptoms of Heart Attack: 0:05
- Cardiac Arrest: 0:05
- CPR (Adult, Child, Infant): 1:00
- Two-Rescuer CPR (Adult): 0:25
- Introduction to AED: 0:05
- When the Heart Fails: 0:05
- AEDs: 0:05
<table>
<thead>
<tr>
<th>Activity</th>
<th>Time</th>
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<tbody>
<tr>
<td>Using an AED and AED/CPR Skill Scenarios</td>
<td>0:50</td>
</tr>
<tr>
<td>Hands only CPR &amp; Hearts Electric System</td>
<td>0:50</td>
</tr>
<tr>
<td>Recognizing Sudden Illness</td>
<td>0:50</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>3:45</strong></td>
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</tbody>
</table>

**Lesson 3**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Aid oral presentations</td>
<td>0:25</td>
</tr>
<tr>
<td>Wounds</td>
<td>0:35</td>
</tr>
<tr>
<td>Injuries to Muscles, Bones, and Joints</td>
<td>0:25</td>
</tr>
<tr>
<td>Heat and Cold Related Emergencies</td>
<td>0:35</td>
</tr>
<tr>
<td>CPR/AED practical skills Exam</td>
<td>0:20</td>
</tr>
<tr>
<td>CPR/AED written Exam</td>
<td>0:20</td>
</tr>
<tr>
<td>First Aid written Exam</td>
<td>0:20</td>
</tr>
<tr>
<td>First Aid practical skills Exam</td>
<td>0:15</td>
</tr>
<tr>
<td>Bloodborne Pathogens</td>
<td>0:15</td>
</tr>
<tr>
<td><strong>Bloodborne Pathogens/Exam</strong></td>
<td><strong>0:15</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>3:45</strong></td>
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**Course Fees**

There is a $20 course fee required for this course. This will cover the materials utilized in the class including triangular bandages, gauze, gloves, barriers, and manikins.

* The instructor and the College reserve the right to modify, amend, or change the syllabus (course requirements, grading policy, etc.) as the curriculum and/or program require(s).