

Advanced Care Paramedic & On-Line Program Guide



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Please note the following important information:

Durham College strives to ensure the accuracy of the information in this publication. Please note that the academic curriculum is continually reviewed and revised to ensure program quality and relevancy. As such, the college reserves the right to modify or cancel any course, program, fee, procedure, timetable or campus location at any time. Please consult our website at www.durhamcollege.ca for the most current information.

Printed: June 2011

Welcome Students

A Message from the Dean

On behalf of the faculty and staff of the School of Justice & Emergency Services, it is a pleasure to welcome you to Durham College.

We are committed to providing a high quality program to meet your educational needs. We wish you success as you embark on a challenging journey toward a rewarding career. We will do our best to support you in reaching your career goals. If you have any questions or need assistance please ask us for help to access the many services available to support your success.

We are pleased you have chosen Durham College. We look forward to working with you.



*Stephanie Ball, B.A., LL.B.
Dean, School of Justice & Emergency Services*

A Message from the Vice-President Academic

Congratulations on choosing Durham College and taking a very important step in preparing for your future. Durham College is known for high quality programs, leading edge technology, an award winning library and a student-centered approach to learning. Supporting our mission that the student experience comes first, Durham College is committed to providing students with quality learning experiences and support in finding fulfillment in education, employment and lifelong learning.

Our programs are continually shaped by market needs and delivered by exceptional teachers with real-world experience. The program you have chosen has been designed to help you develop the necessary skills and knowledge to support your success in your chosen career path. Our dedicated and professional staff and professors are committed to helping you achieve your educational goals and your career aspirations.

Durham College strives to be accountable to students and employers through the preparation of work-ready graduates who will continue to live our “success matters” focus in their professional work environment.

We are pleased you have chosen to study at Durham College and we look forward to supporting your learning journey – work hard, have fun, enjoy your college experience and campus life.

I wish you much success with your studies.



Judy Robinson,
Vice President, Academic

School of Justice & Emergency Services

Faculty & Staff

The office of the School of Justice & Emergency Services is located in F211 of the Gordon Willey Building.

| | <u>Phone</u> | <u>e-mail address</u> |
|--|--------------|--|
| Dean, School of Justice & Emergency Services: Stephanie Ball | Ext. 2458 | stephanie.ball@durhamcollege.ca |
| Associate Dean, School of Health & Community Services : Bonnie St. George | Ext. 3696 | bonnie.st.george@durhamcollege.ca |
| Administrative Coordinator: Mary Bartosik | Ext. 3072 | mary.bartosik@durhamcollege.ca |
| Student Liaison: Pina Craven | Ext. 2432 | pina.craven@durhamcollege.ca |
| Staff Support Officer: Melissa Hammond | Ext. 3070 | heather.pert@durhamcollege.ca |
| CIJS/Field Placement Officer TBA | Ext. 3695 | |
| Paramedic Technician Melissa Simpson (Office: JW210) | Ext. 7381 | melissa.simpson@durhamcollege.ca |

| <u>Faculty</u> | <u>Office #</u> | <u>Phone</u> | <u>e-mail address</u> |
|-----------------------------|-----------------|--------------|--|
| Ralph Hofmann (Coordinator) | JW210 | Ext. 7382 | ralph.hofmann@durhamcollege.ca |
| Steve Bazak | JW210 | Ext. 7382 | steve.bazak@durhamcollege.ca |
| Vlad Chiriac | JW210 | Ext. 7381 | vlad.chiriac@durhamcollege.ca |
| Kevin Griffin | JW210 | Ext. 2256 | kevin.griffin@durhamcollege.ca |

Campus Health Centre – Recreation & Wellness Centre (905) 721-3037 www.healthcare@dc-uoit.ca

School of Justice & Emergency Services Office Telephone: (905) 721-3070

The above individuals may be contacted by dialing directly (905) 721-2000, followed by the appropriate extension.

Mission: The student experience comes first at Durham College

Vision

- Durham College is the premier college in Canada for career-focused students who will succeed in a challenging, supporting and inclusive learning environment.
- Our programs are continually shaped by market needs and delivered by exceptional teachers with real-world experience.
- Our vibrant campus community enriches the student life experience.

All of this combines to ensure our graduates have the market-ready skills to obtain great careers and make a difference in the world.

Values

Our values drive our organizational culture and our behaviour in delivering our vision and mission. They are:

Integrity and Transparency...

we will behave and communicate sincerely and honestly

Respect...

we will treat everyone with dignity and offer superior service

Equality and Diversity...

we will champion all learners and celebrate diversity

Innovation...

we will be leaders in market-responsive learning experiences and solutions

Personal and team accountability...

we will do what we say we will do

Important to All

Students and staff at Durham College are committed to academic excellence by:

- Demonstrating respect for one another and property
- Maintaining a clean and safe environment
- Taking an active role in the learning process
- Providing and receiving support when necessary
- Attending classes and/or appointments regularly and on time
- Modeling skills, attitudes and expectations of the workplace

Support Staff

- Provide professional quality customer service to students and staff
- Direct students and staff to appropriate resources
- Support and assist students in their learning and career goals
- Promote services that enhance student success

Faculty

- To be positive, enthusiastic, patient and flexible
- To be in the class early and prepared to begin on time
- To keep current in academic and professional knowledge
- To be prepared for activities, exercises and demonstrations
- To be available and show willingness to help students
- To ensure that all students get equal assistance and time
- To perform evaluations according to established criteria and within a reasonable time frame
- To return and take up any assigned homework, assignments, tests and projects promptly
- To identify students requiring remedial assistance, and to direct those students to the appropriate services
- To write constructive and helpful statements when evaluating student assignments
- To use a variety of teaching, questioning, and assessment techniques
- To motivate and engage learners in active and collaborative learning
- To encourage student participation and feedback wherever possible
- To effectively use learning technology
- To outline professional responsibilities, career alternatives, and avenues for further education following graduation
- To provide a course outline to each student at the beginning of the course, to review the outline with the students, and to adhere to the outline
- To adhere to Durham College policies, procedures and guidelines
- To place the safety and well being of the student above all other objectives, including fulfilling education obligations

Students

- To be prepared for class and professional practice activities. This will include reading appropriate textbook assignments prior to class and completing any homework assignments
- To be in class and arrive on time
- To participate in class activities
- To demonstrate respect for all persons and the learning environment
- To be trustworthy, honest, and accountable for own behaviour
- To complete tests, assignments and evaluations as required, striving for excellence
- To demonstrate effective communication skills
- To understand all course requirements and to follow them
- To seek assistance immediately if unable to follow the subject requirements for any reason
- To read and adhere to Durham College policies, procedures and guidelines

Administration

- Meet or exceed standards of excellence
- Manage budgets and resources
- Support students and staff in meeting their responsibilities
- Support/direct approved operational procedures
- Communicate relevant information in a timely fashion
- Be current in their field of leadership in a college environment

Important Dates 2010-2011

Please note the dates of your semester examinations. **Please ensure that you do not schedule vacation or employment during these times.**

FALL 2011 SEMESTER

| | |
|--------------------|---|
| July 4, 2011 | Fees due date for first year students |
| July 12, 2011 | Web registration - for 2 nd year students who have paid for fall semester - begins. |
| July 13, 2011 | Web registration - for 3 rd year students who have paid for fall semester - begins. |
| July 19, 2011 | Web registration - for 1 st year students who have paid for fall semester - begins. |
| July 20, 2011 | Fees due date for returning students. |
| August 1, 2011 | Civic holiday (no classes). |
| TBA | Registration for part-time Oshawa campus students begins and window opens for timetable changes. |
| August 29, 2011 | Apprenticeship Classes begin. |
| September 5, 2011 | Labour Day (no classes). |
| September 6, 2011 | Orientation for first-year students. |
| September 7, 2011 | Classes begin for most programs. |
| September 13, 2011 | Last day for late program registration. Last day for fall semester course or program changes. |
| September 20, 2011 | Last day for full-time students to withdraw with a refund of fees paid, less a \$100 administration fee. ^{1,2} Last day for refund eligibility when dropping to part-time. Last day for part-time students to withdraw with tuition fee refund less an administration fee. ^{1,2} Last day to submit a Prior Learning Assessment and Recognition (PLAR) request for fall semester subjects. |
| September 30, 2011 | Student Health Insurance Plan "Opt-out" deadline. |
| October 3, 2011 | Due date for 2 nd instalment of Fall fees. |
| October 4, 2011 | Last day for application for fall semester subject exemption/credit. Last day for withdrawal from a fall semester subject with no academic record. Subjects dropped after this date, will be recorded on the academic transcript with a "W" to indicate withdrawal. ^{1,2} |
| October 10, 2011 | Thanksgiving (no classes). |
| October 20, 2011 | Fall Convocation (to be confirmed) |

| | |
|--|--|
| October 26, 2011 | Deadline for submission of adjusted marks to clear INC grades from Summer 2011. INC grades after this date will revert to a fail. |
| November 16, 2011 | Winter 2012 semester fees due date. |
| November 17, 2011 | Scholarship Ceremony |
| November 14, 2011 | Last day to withdraw from a fall semester subject. After this date, all subjects will be graded and recorded on the student's transcript. ^{1,2} |
| December 9, 2011 | Last day of classes for most programs. |
| December 12 to 16, 2011 | Fall semester final examinations/evaluation(s) for postsecondary students. Students are reminded not to schedule vacation or employment hours during these times. January 4 and 5, 2012 scheduled as tentative snow dates for the Oshawa campus. |
| December 22, 2011 | Grades are available to view electronically as of 4 p.m. Note: official distribution date for the purpose of academic appeals is January 4, 2012. |
| TBA | Full-time students may process timetable changes for the winter semester through MyCampus as of 4 p.m. |
| December 24, 2011 – January 1, 2012 inclusive | Campus closed for the holiday season. |

WINTER 2012 SEMESTER – JANUARY START

| | |
|-----------------------------|--|
| November 21, 2011 | Web registration for Fall start 1 st year students for winter 2012 semester courses begins. |
| November 28, 2011 | Web registration for 2 nd and 3 rd year students for winter 2012 semester courses begins. |
| December 5, 2011 | Web registration for January start students begins. |
| December 7, 2011 | Winter 2012 semester fees due date. |
| TBA | Registration for Oshawa campus part-time students begins. |
| January 2, 2012 | Apprenticeship Classes begin |
| January 4, 2012 | Classes begin for most programs. Official grade distribution date for the purpose of Academic Appeals. |
| January 10, 2012 | Last day for late program registration. Last day for winter semester course or program changes. |
| January 10, 12 and 14, 2012 | Dates for missed exams from Fall Semester 2011 |
| January 17, 2012 | Last day for full-time students, who started their program in September 2011, to withdraw with a refund of <u>winter tuition fees</u> . ^{1,2} Ancillary fees and school supply fees are not refundable. Last day for full-time students, who started their program in January 2012 to withdraw with a refund of fees paid less a \$100 administration fee. ^{1,2} Last day for refund eligibility when dropping to part-time. |

| | |
|-------------------------------|--|
| | Last day to withdraw from part-time studies with tuition fee refund less an administration fee per subject. |
| | Last day to submit a Prior Learning Assessment and Recognition (PLAR) request for winter semester subjects. |
| January 31, 2012 | January start students only: Student Health Insurance Plan "Opt-out" deadline. |
| January 30 to Feb 3, 2012 | Winter Break week for Electrical Block Intermediate & Advanced apprenticeship students only. |
| January 31, 2012 | Last day for application for winter semester subject exemption/credit. |
| | Last day to withdraw from a January start subject with no academic record. Subjects dropped after this date, will be recorded on the academic transcript with a "W" to indicate withdrawal. ^{1, 2} |
| February 8, 2012 | Due date for 2 nd instalment of Winter fees. |
| February 17, 2012 | T2202As available online via MyCampus as of 4 p.m. |
| February 20, 2012 | Family Day (no classes). |
| February 20 to 24 | Winter Break week; no classes with the exception of Apprenticeship and February-start students. |
| February 27 to March 2 | Winter Break week for Apprenticeship students with the exception of Electrical Block Intermediate and Advanced students. |
| March 7, 2012 | Deadline for submission of adjusted marks to clear INC grades from Fall 2011. INC grades after this date will revert to a fail. |
| March 12 to 16, 2012 | Winter Break week for most OYAP apprentices (except OYAP hairstylists; please see your school office). |
| March 19, 2012 | Last day to withdraw from a January-start subject. After this date, all subjects will be graded and recorded on the student's transcript. ^{1, 2} |
| April 6 2012 | Good Friday (no classes). |
| April 10, 2012 | Last day to apply to graduate – courses ending April 2012. |
| April 13, 2012 | Last day of classes for most January-start programs. |
| April 16 to 20 | Winter semester (January start) final examinations/ evaluation(s); students are reminded not to schedule vacation or employment hours during these times. |
| April 27, 2012 | Grades are available to view electronically as of 4 p.m. Official distribution date for the purpose of academic appeals. |
| May 8, 10, and 12, 2012 | Dates for Missed Exams from Winter Semester 2012. |
| June 21 & 22, 2012 | Convocation (Time and location TBA) |

SPRING 2012 SEMESTER

| | |
|----------------|---|
| March 7, 2012 | Spring 2012 semester fees due date. |
| April 10, 2012 | Web registration for Spring/Summer programs begin. |
| May 7, 2012 | Most Spring classes begin. |
| TBA | Registration for Oshawa campus part-time students begins. |
| May 11, 2012 | Last day for late program registration. Last day for most spring semester course or program changes. |
| May 18, 2012 | Last day for full-time students, who started their programs in Spring semester to withdraw with a refund of fees paid less a \$100 administration fee. ^{1,2} Last day to submit a Prior Learning Assessment and Recognition (PLAR) request for most spring semester subjects. Last day to withdraw from most spring semester subjects with no academic record. Subjects dropped after this date, will be recorded on the academic transcript with a "W" to indicate withdrawal. ^{1,2} Last day for application for spring semester subject exemption/credit. |
| May 21, 2012 | Victoria Day (no classes). |
| May 31, 2012 | Student Health Insurance Plan "Opt-out" deadline. |
| June 8, 2012 | Last day to withdraw from most spring semester subjects. After this date, all subjects will be graded and recorded on the student's transcript. ^{1,2} |
| June 22, 2012 | Last day of classes for most Spring-start programs. |
| June 29, 2012 | Deadline for submission of adjusted marks to clear INC grades from January start Winter 2011 semester. INC grades after this date will revert to a fail. |
| June 28, 2012 | Spring semester grades are available to view electronically as of 4 p.m. Official distribution date for the purpose of academic appeals. |

SUMMER 2012 SEMESTER

| | |
|----------------|---|
| April 10, 2012 | Web registration for Spring/Summer programs begins. |
| May 2, 2012 | Summer 2012 semester fees due date. |
| July 2, 2012 | Canada Day (no classes). |
| July 3, 2012 | Summer classes begin. |
| July 9, 2012 | Last day for late program registration. Last day for most summer semester course or program changes. |

| | |
|----------------------|--|
| July 16, 2012 | <p>Last day for full-time students, who started their programs in Summer semester to withdraw with a refund of fees paid less a \$100 administration fee.^{1,2}</p> <p>Last day to submit a Prior Learning Assessment and Recognition (PLAR) request for most summer semester subjects.</p> <p>Last day to withdraw from most summer semester subjects with no academic record. Subjects dropped after this date, will be recorded on the academic transcript with a “W” to indicate withdrawal.^{1,2}</p> <p>Last day for application for summer semester subject exemption/credit.</p> |
| August 3, 2012 | Last day to withdraw from most summer semester subjects. After this date, all subjects will be graded and recorded on the student’s transcript. ^{1,2} |
| August 6, 2012 | Civic Holiday (no classes). |
| August 17, 2012 | Last day of classes for most Summer start programs. |
| August 23, 2012 | Grades are available to view electronically as of 4 p.m. Official distribution date for the purpose of academic appeals. |
| October, 2012 | Convocation (Time and location TBA) |

NOTES:

1. Official Withdrawal forms must be completed by the student and submitted to the Office of the Registrar.
2. The administration fee for international students will vary.

These dates represent the best information at time of publication. The College reserves the right to make changes subject to amendments to existing legislation, Collective Agreements, or as required by the College. Dates may vary slightly from program to program.

School of Justice & Emergency Services Website

The School of Justice & Emergency Services has its own website;

<http://jes.durhamcollege.ca/>

Students are encouraged to visit the website daily for information such as:

- Field placement information
- Campus Conflict Resolution Services (CCRS)
- Courses and workshops available through the Centre for Integrated Justice Studies (CIJS)
- Specific Justice & Emergency Services activities and news
- Program specific information
- Program Guides
- Link to Durham College's website for the college calendar
- Link to scholarship and bursary opportunities
- Faculty contact information
- Bridging and articulation opportunities

MyCampus: All registered students are encouraged to access the college's intranet, My Campus, regularly. Your registration package includes the instructions to access the site for timetables, course outlines, marks, and general college information as well as a vehicle in communicating with your professors.

School of Justice & Emergency Services Policies

1. Freedom of Information/Protection of Privacy - Pursuant to the Freedom of Information & Protection of Privacy Act, the School of Justice & Emergency Services Office will not release any personal information regarding a student. This includes academic standing, personal data, timetable information etc.
2. Timetables are available online through our intranet – “MyCampus”. You can view and/or print your timetable from any computer with internet access. If you require assistance, please contact the Help Desk : 905-721-2000, ext. 3333.
3. Timetable Changes – MyCampus provides students with the ability to modify timetables at specified times as listed in the Academic Calendar (see the Student Handbook for dates). **Please note: it is the students’ responsibility to ensure that all of their required courses are on their schedules.** Assistance is available via your Student Liaison or designate. Should you find a discrepancy on your timetable – report it immediately.
4. Emergency Calls – School of Justice & Emergency Services staff will accept messages for students only in the event of a family emergency. Please make sure that anyone in your life that needs to locate you during class time for reasons other than an emergency has a copy of your timetable (eg. classmates, family, day care provider, employer). Staff are unable to release your schedule information due to the Freedom of Information Act.
5. Disclaimer - Because of our commitment to continuous improvement of our curriculum, there may be some changes in courses offered or course content. If this occurs, we will notify those affected.
6. Computer Labs - Computer labs are reserved for coursework. Games are not permitted. Adult materials must not be displayed at any time. Laptops are to be used only to support student learning; laptop use not related to classroom activities is not permitted.
7. Graduation Requirements - Students must have a minimum G.P.A. of 3.0 to be eligible for graduation. In addition, a student must have successfully completed all required subjects. A student who has a G.P.A. of less than 3.0 should contact the School of Justice & Emergency Services Office to arrange for academic counselling. Please refer to the Grading System section located on the college website, www.durhamcollege.ca, for detailed information. At least 25% of the completed program subjects and/or weighted credit hours must be completed at Durham College to be eligible for a Durham College diploma.
8. Final Marks - Final marks will not be released by faculty members or office staff. Grades will be posted on “MyCampus”.
9. Students are able to print their own grade reports, at the end of each semester, through MyCampus. Refer to the Academic Calendar in the Student Handbook for the specific date whereby students can view and print their grade reports. No grade reports will be mailed out to students. Students can request, for a fee, an official transcript from the Registrar’s Office.

10. Field Placement – One of the requirements for field placement eligibility is a cumulative GPA of 3.0. Please refer to your field placement course outline(s) for a complete list of requirements.
11. Course Outlines – students print their own course outlines for each of their current semester's courses through MyCampus. Students can also print course outlines for courses that they wish to apply for credit.
12. Exam Schedules – Exam schedules are available, electronically, through MyCampus, under the heading, Important Announcements. Below the image for DC Exam Schedules for the specific semester, click on the link below the image. It will open to a page that lists the schedules and messages pertaining to the exams for your specific program. Please refer to your subject outline, under Evaluation Criteria, if you are unsure whether there is a final exam in your specific course or consult with your professor.
13. Academic Probation – Students not progressing satisfactorily will be notified, in writing, and placed on academic probation. Students on academic probation must meet with their program dean or designate, and conditions for continuing in their program may be applied.

School of Justice & Emergency Services Policies & Expectations for the Learning Environment...

1. Class attendance and participation will enhance your opportunities for success.
2. Refer to the course outline for specific expectations, pre-requisites, co-requisites, requirements and evaluation criteria for each course.
3. Students are responsible for regularly checking their "MyCampus" and WebCT areas for messages from professors and College Administration. Communication will come in the form of e-mail, targeted messages, announcements, and posted documents.
4. Students should keep back-up copies of all assignments in case the original is lost.
5. Visit the Durham College website, www.durhamcollege.ca, for detailed policies and procedures relating to "Student Rights and Responsibilities".
6. Course prerequisites exist to promote student success. Exceptions to the established prerequisite subject structure are not permitted.

Program Information

Introduction and Program Goals

Welcome to the Durham College Paramedic program. The curriculum of this program was developed around two main themes, clinical excellence and professional leadership. The delivery of this program will take a team-based integrated approach that relies on the active and enthusiastic participation of both the faculty and you, the learner. In this manner, we will create graduates that:

1. Meet or exceed the requirements of both the National Occupational Profile for Paramedic (Advanced Care) and the Ontario Ambulance Act.
2. Are accountable to the public and practice within accepted professional and ethical standards.
3. Are able to think critically and reflectively.
4. Demonstrate leadership in the field of paramedicine.
5. Are committed to life long learning.
6. Influence the advancement of the profession through excellence in practice, education and research.

Durham College Graduate Profile

A Durham College graduate is expected to integrate and transfer knowledge, skills and attitudes to roles performed in the work place and in his or her personal life.

Commensurate with the level of study, the Durham College graduate will have reliably demonstrated the ability to:

1. Meet the entry level vocational requirements of the specific field or profession.
2. Interact with other groups and teams, use critical thinking skills to evaluate and solve problems, and communicate confidentially in a variety of situations.
3. Adapt to change, recognize the need to maintain and renew knowledge and skills and effectively meet social challenges arising in the community, family and working life situations.

Durham College Paramedic Code of Ethics

1. A fundamental responsibility of the Paramedic is to preserve life, to alleviate suffering, promote health and to encourage the quality and equal availability of advanced prehospital care in his/her community.
2. The Paramedic provides services based on human and community need, with respect for dignity, unrestricted by consideration of nationality, race, creed, colour or status.
3. The Paramedic does not use professional knowledge and skills in any enterprise detrimental to the public well-being.
4. The Paramedic respects and holds in confidence all information of a confidential nature obtained in the course of professional work unless required by law to divulge any such information.
5. The Paramedic has the never-ending responsibility to work with concerned citizens and other health care professionals in promoting a high standard of emergency care to all people.
6. The Paramedic shall maintain professional competence and demonstrate concern for the competence of other members of the health care team and aid in their development.
7. A Paramedic assumes responsibility in defining and upholding standards of professional practice, education and research.
8. The Paramedic assumes responsibility in individual professional actions and judgment and knows and upholds current legislation that affects the practice of paramedicine.
9. A Paramedic has the responsibility to be aware of and participate in matters of legislation, research and development affecting their professional practice.
10. The Paramedic has an obligation to protect the public by not delegating to a student, other health care worker or person less qualified, any task that requires the professional competence of a paramedic.
11. The Paramedic adheres to standards of personal ethics that reflect credit upon the profession.
12. The Paramedic will work harmoniously with and sustain confidence in paramedic associates and other members of the health care team.
13. The Paramedic refuses to participate in unethical procedures, and assumes the responsibility to expose incompetence or unethical conduct of others to the appropriate authority in a proper and professional manner.

Program Learning Outcomes

In order to ensure relevance, program learning outcomes meet or exceed the National Competency Profile for the Advanced Care Paramedic (general competencies in brackets) and the Ontario Ambulance Act.

Graduates will reliably demonstrate the ability to:

1. Interact and communicate effectively and appropriately with patients and others
 - a. Practice effective oral communication skills (2.1)
 - b. Practice effective written communication skills (2.2)
 - c. Practice effective non-verbal communication skills (2.3)
 - d. Practice effective interpersonal relations (2.4)

2. Assess patients using relevant theory and practices
 - a. Conduct triage (4.1)
 - b. Obtain patient history (4.2)
 - c. Conduct complete physical assessment demonstrating appropriate use of inspection, palpation and auscultation and interpret findings (4.3)
 - d. Assess vital signs (4.4)
 - e. Utilize diagnostic tests (4.5)

3. Identify, prioritize and interpret assessment findings, anticipate changes and establish treatment and transport priorities
 - a. Utilize differential diagnosis, decision making skills and psychomotor skills in providing care to patients (6.1)
 - b. Provide care to meet the needs of unique patient groups (6.2)

4. Employ preventative and therapeutic interventions to maintain and promote patient's optimal well-being
 - a. Maintain patency of upper airway and trachea (5.1)
 - b. Prepare oxygen delivery devices (5.2)
 - c. Administer oxygen therapy (5.3)
 - d. Utilize ventilation equipment (5.4)
 - e. Implement measures to maintain hemodynamic stability (5.5)
 - f. Provide basic care for soft tissue injuries (5.6)
 - g. Immobilize actual and suspected fractures (5.7)
 - h. Administer medications (5.8)

5. Integrate and perform delegated controlled medical acts

6. Evaluate in an ongoing manner the effectiveness of interventions used and adapt or change interventions in order to provide optimal care for patients
 - a. Conduct ongoing assessments based on patient presentation (6.3a)
 - b. Redirect priorities based on assessment findings (6.3b)

7. Ensure the basic operational safety and preparedness of an ambulance and its equipment (7.1)
8. Operate an ambulance type vehicle safely and competently in controlled, non-patient settings (7.2)
9. Meet legal, ethical and professional responsibilities for providing optimal care for patients
 - a. Function as a professional (1.1)
 - b. Possess an understanding of the medicolegal aspects of the profession (1.3)
 - c. Recognize and comply with relevant provincial and federal legislation (1.4)
 - d. Make decisions effectively (1.6)
10. Lift, transfer and position patients (3.2)
11. Collaborate with a broad range of personnel
 - a. Function effectively in a team environment (1.5)
12. Document completely, accurately and in a timely manner compliance with current legislation and the requirements of practice
13. Practice in a safe manner
 - a. Maintain good physical and mental health (3.1)
 - b. Create and maintain a safe work environment (3.3)
14. Develop strategies to maintain and improve professionalism and the discipline of paramedicine
15. Read, evaluate and apply current research to professional practice
 - a. Apply the evidence base and levels of evidence to professional practice
 - b. Apply the concept of risk stratification to professional practice
16. Apply essential employability skills to personal and professional growth
 - a. Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience
 - b. Respond to written, spoken, or visual messages in a manner that ensures effective communication
 - c. Execute mathematical operations accurately
 - d. Apply a systematic approach to solve problems
 - e. Use a variety of thinking skills to anticipate and solve problems
 - f. Locate, select, organize, and document information using appropriate technology and information systems
 - g. Analyze, evaluate, and apply relevant information from a variety of sources
 - h. Show respect for the diverse opinions, values, belief systems, and contributions of others
 - i. Interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals
 - j. Manage the use of time and other resources to complete project
 - k. Take responsibility for one's own actions, decisions, and consequences

The depth and breadth of these learning outcomes are defined by the subcompetencies listed in the NOCP. Students are provided with a copy of the document. More detailed explanations and insight are available at the following websites:

National Competency Profile for Advanced Care Paramedic

www.paramedic.ca

On-Line Learning Environment

Web CT

As a Web CT course, basic computer skills and equipment are required. See the computer requirements listed below. If necessary, check with the IT Service Desk to see if your home computer has the capacity to manage this course.

The following skills are necessary for facilitation of Web CT course work:

- Basic Computing Skills:
 - Basic keyboarding and mousing skills
 - Basic word processing skills
 - Experience browsing the Web
 - Experience sending and receiving e-mail

If students are communicating electronically with the professor, they are expected to use Web CT.

The IT Support Help Desk can be reached at 905-721-3333 or at ITsupport@dc-uoit.ca. Information about the Help Desk hours can be found on My Campus.

Computer Requirements:

PC system requirements

- PC with minimum PIII 750 megahertz or higher processor clock speed minimum;
- 512 megabytes (MB) of RAM or higher recommended;
- 20 gigabytes (GB) of available hard disk space;
- CD-ROM or DVD drive;
- Internet access (high-speed Internet recommended);
- Super VGA (1024 x 768) or higher-resolution video adapter and display; and
- Keyboard and Mouse or compatible pointing device.

Apple Macintosh system requirements

- iBook or iMac with minimum G4 processor;
- 512 megabytes (MB) of RAM or higher recommended;
- 20 gigabytes (GB) of available hard-disk space;
- CD-ROM or DVD drive;
- Internet access (high-speed Internet recommended);
- ATI Radeon (1024 x 768) or higher-resolution video card and supporting display; and
- Keyboard and Mouse or compatible pointing device.

Technical Support

The Service Desk provides first level support for all systems and services, including:

- Password reset for both network and MyCampus
- Re-enable MyCampus accounts
- Manage re-synch of MyCampus email
- WebCT support
- Rejoin the users to the network domain
- Internet access, personal computer/ laptop hardware and software support must be provided by your personal service provider. The Durham College IT Support Center does not provide these services but we are looking forward to providing support for all DC in house applications as part of the CCH service delivery.

Access to the Service Desk is provided in two ways:

- Telephone: Call 905.721.3333 ext. 3333
- E-mail ITSupport@dc-uoit.ca

ID and Password

You will be advised of your Student ID and Password in the Orientation Package sent to you by Durham College Registrar's office. Please note that your student ID can be located on the top right hand corner of correspondence from the college. The student ID and password are required to gain access to Durham College systems, so please be sure to check your orientation materials for this information as soon as you receive the package.

Please note that your WebCT user name is your student identification number and your password will be in your orientation package. If you have lost your password, the default password is durham or your postal code. For security purposes, please ensure that you change your password as soon as possible.

My Campus

My Campus is an Internet portal designed to keep you connected to important information such as grades, fees and Student Life activities. MyCampus is available 24 hours a day, seven days a week from any Internet connection around the world. To log onto your MyCampus account, your username is your nine-digit Campus ID as printed on the top right hand corner of your correspondence from the Registrar's Office.

To log into MyCampus:

1. Visit www.durhamcollege.ca/mycampus.
2. Enter your user name (nine-digit Campus ID)
3. Enter your temporary password using the following order:
Birthdate: mmddyy (for example, December 25, 1979 = 122579);
Postal code: L1L2L3 (letters are all upper case and have no spaces), or durham
4. Click on the log-in icon.

*** When changing your password, remember it is case sensitive and must be a minimum of six characters or numbers or a combination of both.

Assumptions & Beliefs Concerning the Teaching – Learning Process

The following are our beliefs about the teaching-learning process:

- A professor is accountable to the student and the paramedic program to provide an environment conducive to learning.
- The environment for learning is vital in that it should be supportive and provide direction for learning. Respect for the individual and her/his learning needs will promote a positive environment where learning can take place.
- Learning is a dynamic and continuous process which is manifested by growth and change in behaviour.
- Learning outcomes, clearly stated and encompassing all learning domains (cognitive, psychomotor and affective), enhance the learning process.
- A student is accountable for active participation in the teaching-learning process. As a student progresses through the paramedic program, she/he should expect to assume increasing responsibility for learning.
- In keeping with our program philosophy and the professional requirement for life-long learning, the teacher fosters increasing independence in the learner.
- Students benefit from constructive feedback which is provided both immediately and regularly in an atmosphere of trust. An emphasis on positive reinforcement for appropriate behaviour is essential to its success.
- Progress review is an integral part of the teaching-learning process. Based on a clearly stated learning plan, it describes the student's progress and achievement of goals. Self-assessment by the student is an essential element of progress review. The teacher will provide both formative and summative feedback.
- Formative progress review provides feedback to learners about their progress in achieving the established learning plan and occurs continuously throughout the learning experience. It serves a diagnostic purpose as it informs students of areas where further learning is necessary, (on-going).
- Summative progress review measures final outcomes or results and determines learner achievements as they relate to the learning outcomes. It is concerned with how learners have changed (outcome).

Learning Environment

Student Rights and Responsibilities

As a member of the college community, the student has both rights and responsibilities. The college has a duty to provide an environment which promotes learning. The student has the right to due process and the responsibility to respect the rights of others.

The student will be encouraged to use critical thinking, participate in team building, share responsibility for her/his own learning. (See also Durham College Student Handbook – Student Rights and Responsibilities.)

Critical Thinking

Critical thinking includes the considered interpretation of ideas, appraisal of evidence for and against arguments and the determination of what is reasonable and unreasonable. It involves reflective thinking that allows one to evaluate and make better future decisions based on previous performance. The student will be encouraged to employ critical thinking because this type of thinking leads to the problem-solving and decision-making skills which are the basis for effective nursing practice. You will be expected to research material and articles and will want, therefore to become familiar with the Durham College Library.

Attendance

Research has shown a close link between attendance and learning outcomes. The integrated nature of the program requires that attendance be necessary for all learning activities. Failure to attend classes may lead to gaps in knowledge and potential health and safety risks. Full attendance is expected. Inform your professor if you plan to be absent.

A student who is frequently absent may be interviewed to discuss the reason for the absenteeism and to determine how the student might fully participate in learning activities. Students who are absent from a significant portion of practicum experience may be unable to meet their learning outcomes and may be required to complete additional practicum experiences at their own expense, subject to availability of appropriate placement and/or faculty.

Citizenship

Students who attend learning activities, who are punctual, come prepared, participate in a positive, constructive manner, follow established guidelines and who demonstrate consideration and caring for themselves, their peers, teachers and others are considered “good citizens”. Because citizenship is valued by the college community and the paramedic profession, it will be assessed on an ongoing basis throughout the paramedic program.

As citizens of Durham College, students and staff have a mutual responsibility to uphold the key values of the college in their dealings with each other.

Respect

You are expected to demonstrate respect for yourself, your classmates, faculty, preceptors, and clients. Respect helps to create a caring environment which supports teaching and learning. Respect for one another is seen through such actions: active listening, authentic communication, caring connections in personal and professional encounters, coming prepared to each class, participating in small group and large group discussions, sharing resources, critique of one another’s work and celebrating accomplishments.

Paramedic students are in a professional program, which includes good citizenship and respect.

Essential Employability Skills

Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.

Respond to written, spoken, or visual messages in a manner that ensures effective communication.

Execute mathematical operations accurately.

Apply a systematic approach to solve problems.

Use a variety of thinking skills to anticipate and solve problems.

Locate, select, organize, and document information using appropriate technology and information systems.

Analyze, evaluate, and apply relevant information from a variety of sources

Show respect for the diverse opinions, values, belief systems, and contributions of others.

Interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals.

Manage the use of time and other resources to complete project.

Take responsibility for one's own actions, decisions, and consequences.

Course Outlines

For each course, a Course Outline that describes course learning outcomes, course content, learning activities, evaluation methods, timelines and support resources is available online.

This is a binding document. Any changes will be agreed upon by students and the professor and requires approval from the Dean of the School. For further details, please refer to the Course Outlines Policy and Procedure documents (<http://www.durhamcollege.ca/academicpolicies>). Course outlines are important documents. Please refer to them during the semester and keep them safely afterward. For students who go on to other post secondary institutions or post diploma programs, these will be essential documents.

Please note that students are expected to download copies of their course outlines from MyCampus prior to the **first** class in each course. Instructions for downloading are located on MyCampus at www.durhamcollege.ca/mycampus .

General Education

General education courses strengthen students' skills in areas such as critical analysis, problem solving and communication in the context of an exploration of topics with broad-based personal and/or societal importance. Normally, programs of instruction leading to either an Ontario College Diploma or an Ontario College Advanced Diploma include three general education courses. Such courses are identified on the program of study using the designation of "G". General Education courses are typically a combination of mandatory and elective courses.

According to Durham College Academic Policy ACAD-103 and as a requirement for graduation, every Durham College student in a two or a three-year diploma program must have successfully completed a minimum of three General Education courses from at least **two different** General Education themes as follows:

- GNE1 1100 – Personal Understanding
- GNE1 1200 – Arts and Society
- GNE1 1300 – Civic Life
- GNE1 1400 – Social and Cultural Understanding
- GNE1 1500 – Science and Technology

Durham College

Academic Policies & Procedures

To view the Durham College Academic Policies & Procedures, please go to www.durhamcollege.ca/academicpolicies .

Program Specific

Academic Policies & Procedures

Freedom of Information and Protection of Privacy

All students' records and "personal information" are considered confidential and are protected in accordance with the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, CHAPTER F.31.

As per the Freedom of Information and Protection of Privacy Act, 1990:

"personal information" means recorded information about an identifiable individual, including,

- a) *information relating to the race, national or ethnic origin, colour, religion, age, sex, sexual orientation or marital or family status of the individual*
- b) *information relating to the education or the medical, psychiatric, psychological, criminal or employment history of the individual or information relating to financial transactions in which the individual has been involved,*
- c) *any identifying number, symbol or other particular assigned to the individual,*
- d) *the address, telephone number, fingerprints or blood type of the individual,*
- e) *the personal opinions or views of the individual except where they relate to another individual,*
- f) *correspondence sent to an institution by the individual that is implicitly or explicitly of a private or confidential nature, and replies to that correspondence that would reveal the contents of the original correspondence,*
- g) *the views or opinions of another individual about the individual, and*
- h) *the individual's name where it appears with other personal information relating to the individual or where the disclosure of the name would reveal other personal information about the individual;*

42. An Institution shall not disclose personal information in its custody or under its control except,

- a. where the person to whom the information relates has identified that information in particular and consented to its disclosure;*
- b. for the purpose of which it was obtained or compiled or for a consistent purpose;*
- c. where disclosure is made to an officer or employee of the institution who needs the record in the performance of his or her duties and where disclosure is necessary and proper in the discharge of the institution's functions;*

In keeping with FOI, 1990, the College and its employees reserve the right to gain access to these records to carry out the normal functions of an educational institution. Access will be limited to those employees having direct contact with the student and office staff who organize or update student files.

Students will be asked for written consent should access be requested by any party other than those previously described.

Students may request access to their file in the School of Health and Community Services. At no time may the file be removed from the School of Health and Community Services. Copies of the file will be provided upon written request from the student. The student is responsible for the cost associated with producing these copies (See privacy of records, release of information – Durham College Student Handbook – Student Rights and Responsibilities).

All confidential information to which the student has access is protected by legislation. Failure to maintain confidentiality of client information or other breaches of confidentiality related to clients, fellow students or college employees may result in dismissal from the college and/or legal action.

Requests for Documentation

Students or graduates who require documentation related to their program or attendance for a third party should put their request in writing and submit it to office staff. The necessary documentation will be provided as soon as possible. Students and graduates should be aware that a fee will be charged to cover the administration costs of this service.

Communication

Communication is important to us. It is an expectation that students will check the My Campus e-mail system **daily** for updates and messages. Also check the Paramedic Bulletin Board beside SW206 for messages and information. Set up an appointment during office hours with your professor. If you have an issue with service, in the classroom, in practicum or with a professor, the first step is to speak to the appropriate person, the professor or the service department in the College. If the issue cannot be resolved by that collaboration, please make an appointment to speak to the co-ordinator.

Recording Devices

Students who wish to record classroom activities, using an audio or video system, must obtain permission from the subject professor. Confidentiality of all classroom discussions protected under Freedom of Information/Protection of Privacy Legislation must be maintained. Telephones and pagers are to be turned off, or put on “vibrating” mode during class time. Use of phones for calling, answering, camera function, text messaging or checking messages is to be done outside of the classroom.

Timetables

Timetables are available online through our internet – “MyCampus”. You can view and/or print your timetable from any computer with internet access. If you require assistance, please contact the Help Desk at 905-721-2000 ext. 3333.

Timetable Changes – MyCampus provides students with the ability to modify timetables as listed in the Academic Calendar [see the Student Handbook for dates] **Please note: Students have the responsibility to ensure that all of their required courses are on their schedules.** Assistance is available from your Student Liaison or designate. Should you have a discrepancy on your timetable – report it immediately.

Emergency Calls

The School of Justice & Emergency Services staff will accept messages for students only in the event of a family emergency. Please make sure that anyone in your life who needs to locate you during class time for reasons other than an emergency has a copy of your timetable [eg. Classmates, family, daycare provider, employer] Staff is unable to release your schedule information due to the Freedom of Information Act.

Final Marks

Final marks will not be released by faculty members or office staff. Grades will be posted on My Campus/Web CT and Official Grade reports will be mailed to students.

Academic Integrity

Academic integrity refers to the pursuit of scholarly activity in an open, honest and responsible manner. Acts that undermine academic integrity, such as plagiarism, cheating and misrepresentation of work, contradict Durham College's core values.

To ensure the highest academic standards, students are accountable for the work they produce, and student work must be the product of his or her efforts. Durham College has purchased a license with Turnitin.com, an online service to detect unoriginal work and citation errors. The Academic Integrity Policy and Procedure documents (<http://www.durhamcollege.ca/academicpolicies>) provide a comprehensive explanation of Durham College's expectations regarding academic integrity.

Requirements For Promotion

Evaluation and Promotion

Academic courses are evaluated using a variety of methods such as tests, essays, labs, written or verbal assignments, in-process activities, group work and/or final examinations. The evaluation criteria for each course are noted in its course outline. Students are advised to familiarize themselves with these criteria early in the semester. Please refer to the Grading and Promotion Policy and Procedures documents (<http://www.durhamcollege.ca/academicpolicies>) for a complete overview of grading and promotion practices.

Academic Probation

Students who are not progressing satisfactorily according to criteria published in their respective program guides may be placed on academic probation, at the discretion of the school Dean or designate. Such students may be allowed to continue their studies on a Letter of Permission (an academic student contract) which will specify conditions which must be met to continue in their programs. Students who do not meet the conditions of their academic probation may be required to withdraw from full-time studies.

Program Evaluation and Promotion

The requirements of professional practice as an Advanced Care Paramedic are extensive. The passing standard for all courses in the paramedic program is 70%. A passing grade in all courses and a cumulative GPA of 3.0 is required to be eligible to graduate.

Aegrotat

Aegrotat refers to a 'compassionate pass' in a course in which, due to **emergency circumstances** related to health and wellness, a student was unable to complete all of the evaluation requirements. Emergency circumstances that may warrant the designation of an Aegrotat include, but are not limited to: injury, illness and/or bereavement. Documentation supporting the request for an Aegrotat designation may be required.

The awarding of an Aegrotat credit is noted in a student's transcript as AEG and is therefore not included in the calculation of a student's grade point average. A student shall receive Aegrotat standing only once in a five year period.

Further information about Aegrotat standing can be found in the Aegrotat Policy and Procedure documents (<http://www.durhamcollege.ca/academicpolicies>).

Missed Final Examinations

A final examination is a discretely designed assessment administered in Week 15 of a 14 week semester. Students who, as a result of **non-emergency circumstances**, miss one or more final examinations during a single examination period may be eligible to apply to defer/reschedule the writing of these assessments.

To be eligible, students must have no less than a cumulative 1.5 GPA, apply for consideration using the appropriate forms and pay a fee. This privilege can only be used by a student once in a five-year period. External accreditation requirements, the availability of appropriate examination facilities and other constraints necessitate that not all courses will be eligible.

For more details, students should speak with their Student Liaisons or review the Missed Final Examination Policy and Procedure documents (<http://www.durhamcollege.ca/academicpolicies>).

Field Placement

Introduction and Definitions

Field placement opportunities provide learners with a series of graded responsibilities leading towards independent practice. These are conducted off-site and take two forms:

Clinical

Educational opportunities are provided on patients in a supervised institutional setting. This will involve a combination of rotations in Nursing Homes and Hospitals. Supervision is provided through on site clinical instructors as well as the presence of an on site clinical coordinator. Student progress will be monitored and tracked by program faculty.

Field Placement (Preceptorship)

Educational opportunities are provided on an ambulance. Student will be assigned to a paramedic crew who will provide supervision and competency evaluation. Student progress will be monitored and tracked by program faculty.

The Practicum Agreement

Durham College maintains signed agreements with each practicum agency utilized in its Paramedic programs (Primary and Advanced Care). This contractual agreement describes the relationship between both parties as well as their respective obligations. It also outlines the terms under which the agency will accept students into its clinical areas for experience. Once signed, the agency is listed under the College's Liability Insurance Policy with regard to bodily injury, property damage and malpractice.

Students are expected to function within the limits of their scope of practice and assume only the responsibilities for which they have been prepared. The privacy of both clients and students is to be respected. Students are expected to realize the confidential nature of the data that they are privileged to use.

Supervision and evaluation will be a collaborative process between the College and the clinical agency. It is essential that the student, College and clinical agency be involved in all aspects of the clinical experience.

Transportation

Students are responsible for their own transportation to and from clinical sites.

Instruction, Evaluation and Coordination

Students at any field placement site will be assigned to a clinical instructor/preceptor who will be responsible for direct supervision and evaluation. It is the College's responsibility to ensure that all clinical instructors/preceptors are adequately oriented to student requirements and evaluation standards.

A faculty will be assigned to each clinical and field placement course. Faculty will be responsible for orientation, scheduling and the validation of student outcomes. Students will be provided with contact information including a cell phone number.

Competency

Durham College utilizes the Paramedic Association of Canada (PAC) definition of competence. This involves the demonstration of skills, knowledge and abilities in accordance with the following principles:

- Consistency: the ability to repeat practice techniques and outcomes
- Independence: the ability to practice without assistance from others
- Timeliness: the ability to practice in a time frame that enhances patient safety
- Accuracy: the ability to practice utilizing correct techniques and to achieve the intended outcomes
- Appropriateness: the ability to practice in accordance with clinical standards and protocols outlined within the practice jurisdiction

All evaluations of competency will be against this standard.

Illness and Absence

Students should report any illness or absence to program faculty.

Uniforms

Clinical/field placement uniforms should be neat and clean. Each has very specific uniform requirements. You will be required to purchase the following:

Clinical uniform (\$100 to \$120):

- Two clinical golf style shirts
- Two pairs of clinical scrub style pants
- Clean, non-marking white (or off-white) running shoes
- Stethoscope

Field placement uniform (approximately \$400 to \$450):

- Two shirts: Black, uniform style shirt with Durham College shoulder flashes
- Two pairs of pants: Cargo style, black with reflective tape
- Jacket: high visibility, paramedic style, Durham College shoulder flashes
- Boots: black, police style green patch
- Ambulance style belt and scissor pack

Additional Equipment

- BP cuffs, pen lights, scissors optional

Arrangements have been made with manufacturers for fitting sessions in the first two weeks of classes. Details as to exact costs and payment terms will be made available prior to these sessions.

NOTE:

Students may provide their own field placement uniforms with the permission of the program coordinator.

Clinical ID Badges

In addition to your normal Durham College student card, you will be required to obtain a clinical style ID badge. These will be required for all clinical and field placement activities. You must have your student number and a piece of photo ID in order to obtain a student ID badge. Generally this is arranged for in the first week of classes.

For more information, consult the Clinical and Field Placement manuals.

Health Policies and Guidelines

1. ENTRY IMMUNIZATION FORM

A completed Immunization Entry Form must be on file in order to be eligible to attend the practicum placement portion of your program. No student is allowed in placement if the form remains incomplete.

The Immunization Entry Form indicates the immunizations that are legislated as requirements for hospital or nursing home placements. These forms are sent to each student at time of registration and are a requirement as a term of acceptance into the program.

The form can take up to 3-4 weeks to complete and may require more than one physician visit. If you do not have access to a physician, the Campus Health Centre can accommodate, by providing a physician to complete the form. Please call the Campus Health Centre for an appointment or with your questions regarding completion of this form.

2. TUBERCULOSIS SURVEILLANCE (TB/Mantoux testing)

All first year students and new entry students are required to provide proof of TB (Mantoux) status, as a part of the Entry Immunization Form. A Two-Step Mantoux Skin Test (TB) is required. If a two step TB test has been completed in the past he/she must submit proof of this testing and a current yearly one step. If you are a known positive conversion, proof of a follow-up chest x ray must be submitted, in lieu of test.

3. INFLUENZA IMMUNIZATION [Flu shot]

It is strongly recommended that students receive influenza immunization (a flu shot) each year.

Proof of influenza immunization is a requirement for placement in Nursing Home, Homes for the Aged and some chronic care facilities. Please ensure you are immunized, if your placement involves one of these facilities.

If a student has not had an influenza immunization and a flu outbreak occurs in the agency and/or on the unit the student is assigned to, the student may be required to stay away from the practicum area until the flu outbreak is over. This may result in a grade of Fail for the student if she/he cannot meet the learning outcomes for that rotation.

4. ILLNESS

Durham College has a responsibility to the practicum agencies concerning infection control. The student is responsible for assessing his/her ability to attend practicum/field placement. When reporting off due to illness, students are to comply with the established policy for each agency. If illness or injury occurs while in a practicum segment, contact your professor for further direction. If medical attention or a physician's note is required please contact the Campus Health Centre or your family physician.

The following *must* be reported to the Campus Health Centre prior to attending practicum placement for consultation and advice.

1. Rashes
2. Open or weeping wounds
3. Suspected exposure to or diagnosed communicable disease. (I.e. Measles, chicken pox)
4. Conjunctivitis (pink eye)
5. Respiratory symptoms/illness
6. Gastrointestinal symptoms/illness

a) Communicable Disease Contact: If you suspect you have been in contact with a communicable disease, notify the Campus Health Centre nursing staff. Depending on the communicable disease, the staff will recommend or be required to notify other sources for preventative reasons (i.e. Hospital, Public Health Dept.) These situations are assessed on individual basis.

b) Gastrointestinal/Diarrhea: If symptoms of diarrhea persist for longer than 24 hours, follow up through the Campus Health Centre or family physician is required.

c) Respiratory: Respiratory symptoms reportable include a fever of greater than 38 degrees and a new or worsening cough or shortness of breath. Reporting through the Campus Health Centre or family physician of these symptoms is required for clearance to placement facility. (Source: Directive to All Ontario Acute/Non-Acute Care Facilities Under Outbreak Conditions, ACO-03-05. Oct. 22, 2003)

5. ACCIDENTAL INJURY

Any student sustaining an injury during class or at a practicum placement must fill out a Durham College Accidental Injury Report. Forms are available from your professor, or school of study office. Any accidental injury may result in a Workers Compensation Claim. Please discuss this with your professor or Dean of your program within 24 hours of injury.

Format for Completing an Accidental Injury Report

1. Notify your practicum professor of the accident/injury immediately.
2. Complete a Durham College Accidental Injury Report within 24 hours following the injury. The report must be legible and completed by the injured person, with assistance of faculty or the Campus Health Centre.
3. If injury/accident occurs on practicum placement, also notify the placement agency of the injury, and then follow the agency's policy.

6. MANAGEMENT OF PERSONS WITH EXPOSURE TO BLOOD OR BODY FLUIDS

Definition of “Exposure” exposure encompasses situations such as a break in integrity of the skin due to needle stick injury, scratches, bites, lacerations and contact as a result of splashing with blood or other body fluids to which standard precautions apply.

- a) If an Exposure Occurs, Immediately Apply First Aid.
1. Instruct the person to press cuts or punctures of the skin to make it bleed.
 2. Wash the area with soap and water
 3. If eyes(s) splashed, rinse with tap water or saline with eye(s) open.
 4. If mouth is affected, spit out suspected fluid and rinse with water.
 5. If splashed and contact with skin occurs, wash area with soap and water, then assess the integrity of the skin contact.
- b) Reporting and Post-Exposure Management
Students should report exposures immediately after they occur, as certain interventions that may be appropriate, for example prophylaxis against Hepatitis B, must be initiated promptly to be effective.

The exposed student should:

1. Notify their immediate supervisor (i.e.: practicum teacher/faculty)
2. Report immediately to emergency department of local hospital to determine risk level, treatment, counselling and suggested follow-up. Follow the policy of the agency in which the exposure occurred.
3. Complete the Durham College Accidental-Injury form. Relevant information includes the following:
 - Date, time, location (agency) of exposure
 - Job duty being performed by student/staff at the time of exposure
 - Details of exposure, including amount of fluid or material, type of fluid/material, severity of exposure, duration of contact.
 - Description of source of exposure, including of known, whether the source material contains HIV, HBV
 - Details about referral to physician for assessment/treatment (date, time, location, name of physician in emergency department)
4. Follow –up counselling and on-going evaluations by a physician can be arranged if the student does not have a physician.

7. TRAVEL OUTSIDE CANADA

Please be aware that upon returning, if you are unwell, you are advised to consult with the Campus Health or Family physician. Depending on your destination and physical assessment upon your return, the staff may require stool specimens before you would be able to return to your placement setting. This is a precaution to rule out transmission of dysentery or salmonella infection. This is assessed on an individual basis.

8. WORKERS SAFETY AND INSURANCE BOARD (WSIB)

All students must complete a work/education agreement for workers compensation prior to commencing Practicum placement. In case of accident, students are covered by Worker's Compensation. Students who have Practicum placement with employers outside the Worker's Compensation Act will be covered by private insurance purchased by the Ministry of Education and Training. Any Accidents or injuries must be reported to the practicum professor within 24 hours of the injury, and the forms will be completed by the student with the assistance of the professor.

**THE CAMPUS HEALTH CENTRE IS LOCATED
IN THE RECREATION AND WELLNESS COMPLEX
ROOM G-1030**

**THE HOURS OF OPERATION:
MONDAY – Friday 8:30 am-4:30pm**

PHONE: 905-721-3037

www.durhamcollege.ca/campushealthcentre

Guidelines Related to Student Injury

1. The student must report any injury to his/her preceptor immediately and to the professor/faculty advisor as soon as possible.
2. The agency's accident/injury report will be completed by the student with the professor/preceptor's assistance.
3. The Durham College, "Accident/Injury Report" will be completed by the student and made available to the faculty advisor on the next business day. Please refer to Forms section. School of Health Fax 905-721-3189
4. The original report is kept on file at Durham College.
5. If required, the Workplace Safety and Insurance Board [WSIB] form, "Employers' Report of Injury/Disease Form 7" will be completed by the student with the assistance of the practicum officer in the School of Health and Community Services Office at Durham College the following business day.

The WSIB form is to be completed if the work related injury has caused the student to

- Be absent from their regular work and or
- Require modified work and or
- Obtain health care

The law requires the WSIB form to be completed within 3 calendar days after the injury.

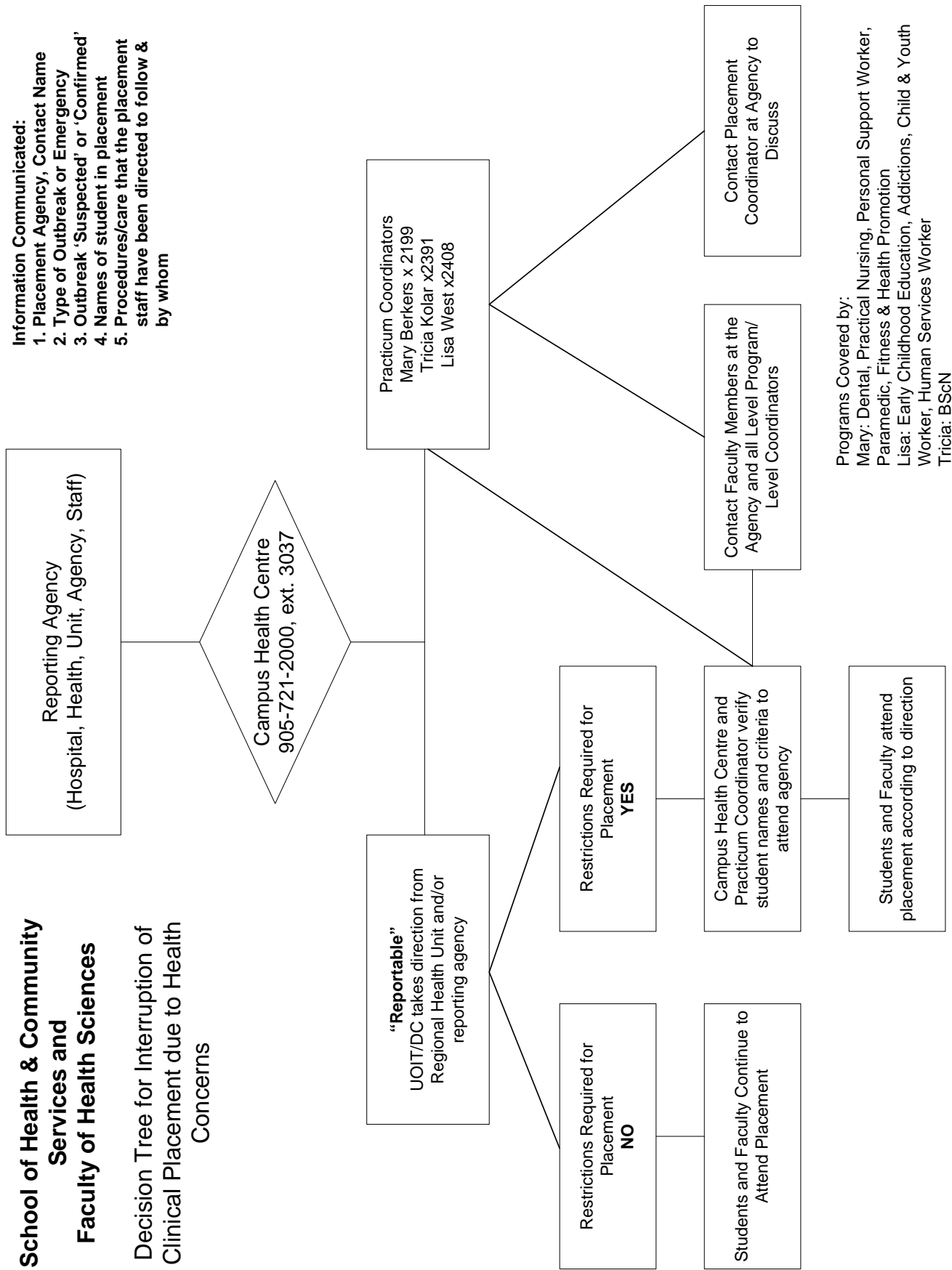
6. The student requiring emergency care will report to the Emergency Department; otherwise the student will be attended by his/her physician. The student does not utilize the hospital's employee health services when injured.

Workplace Safety and Insurance Board

The student must complete a work/education placement agreement for WSIB prior to commencing the Consolidation experience. In case of accident, the student is covered by WSIB. Students who have placements with employers outside the WSIB will be covered by private insurance purchased by the Ministry of Education and Training. Any accidents or injuries must be reported to the teacher within 24 hours of the injury.

School of Health & Community Services and Faculty of Health Sciences

Decision Tree for Interruption of Clinical Placement due to Health Concerns



Lab Practice

Introduction

Labs form an integral component in your formative education as a paramedic. Full attendance and participation is required. Lab schedules will be posted during the first week of classes.

Dress

Labs are intended to provide you with the opportunity for “hands-on practice”. The nature of the labs and safety issues require that you wear the following uniform:

- Safety boots
- Cargo style uniform pant
- Approved t-shirt or uniform shirt
- Ambulance style belt
- Clinical ID badge
- Stethoscope

There may be some wait for uniform pants. In the meantime clean sweatpants are an acceptable alternative.

Harassment

Every Durham College student has the right to a harassment-free learning environment. However, the nature of your profession (and the labs) is hands-on. You will be asked to practice physical assessment, lifting and patient care on each other. Should you feel any discomfort with this environment, let your instructor know and arrangements will be made. For further information please refer to your student handbook.

Paramedic Lab Usage Rules

General

1. Labs refer to the use of room SW208 and any other area(s) where paramedic practice may occur (e.g. stairways).
2. No food or beverages may be brought into the labs.
3. Students are encouraged to utilize lab areas for practice or study. When finished with its use, all equipment must be returned to its place.
4. Damaged or broken equipment must be reported immediately and taken out of use.
5. Only students enrolled in the Durham College Paramedic program are allowed access to the lab equipment.

Access

1. The lab available 24 hours a day with the exception of when formal classes are scheduled.
2. After hours access requires that you sign in and out with security.
3. Equipment is available and its use for practice is encouraged.
4. After hours use of drug bags, and cardiac monitors must be arranged with the program faculty.

5. Appropriate uniforms (especially work boots) must be worn during any lab practice.

Lifting Practice

1. Students are encouraged to practice the use of patient lifting devices. In order to ensure safety in this practice must include at least two other people to act as spotters for the individual(s) doing the lifting.
2. Warning placards must also be used when practice occurs outside the formal lab.

Sharp Safety

1. After hours practice with needles, drugs, etc. is generally prohibited.
2. Sharps are to be disposed of directly into available sharps containers.
3. At the end of practice, sharps containers are to be closed and returned to their storage areas.

Reporting

1. All injuries must be reported. During business hours, this should be reported either to the Health Nurse or to program faculty. After hours, this must be reported to security at 905-721-2000 Ext. 2400. A Durham College Accident Report must be completed and signed for each incident.

Academic Advising - Student Liaison

Durham College is committed to the success of every student during their educational experience. There are many resources available to support students on this journey. Academic Advising is a comprehensive service that is aimed towards meeting students' needs, increasing student satisfaction, improving retention and enhancing the quality of academic life. Each school has a **Student Liaison** to facilitate academic success. These representatives can assist students to:

- identify career goals and make sound academic decisions;
- develop academic plans to promote success in the event of failed subjects or low grade point average (GPA);
- make decisions regarding full-time/part-time studies;
- review graduation requirements;
- set up academic plans with individual students upon request;
- find equivalent credits;
- transfer to another program;
- select electives and options; and
- access other college services to support student success.

While drop-ins may be possible for specific answers to short-term questions about courses, schedules, and procedures, it is advisable for students to set up one on one appointment with their Student Liaison. Appointments may be made in person or by phone. Please visit your School office for further information.

Your Student Liaison is:

| | |
|-----------------------------|---------------------------|
| Name: | Pina Craven |
| Office #: | F211 |
| E-mail address: | pina.craven@durhamcollege |
| Telephone: | (905) 721-2000, ext. 2432 |
| Appointment time available: | 9:00am – 4:30pm |

Centre For Students With Disabilities

E-mail: disabilities@durhamcollege.ca

About the CSD

The Centre for Students with Disabilities (CSD) at Durham College provides services to students who are blind or have low vision, who are deaf or hard of hearing and those with physical, medical, psychiatric and learning disabilities. These services are designed in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act by ensuring that students with disabilities have equal access to all aspects of the academic environment. Our services are confidential.

Registering for Accommodations

Accommodations are organized in co-operation with the student and as required, with the faculty on an individual basis. They are based on review of the medical or psycho-educational documentation completed by the appropriate medical professional or psychologist familiar with the student's particular diagnosis. The student is responsible for self identifying and submitting documentation of a permanent or temporary disability to the CSD in SW116. The documentation should outline the current impact of the disability. Assistance in obtaining the appropriate documentation may be available.

Accommodations may include extra time and/or technology supports for tests and exams, assistance obtaining records of class lecture material, reduced course load, material in alternate format, assistive technology assessment and training and learning strategies.

Things to Remember for Tests and Final Exams

In order to receive test and exam accommodations through the CSD, students **must** have completed the CSD Registration process including providing appropriate documentation. This can be a timely process – **contact the CSD as early as possible to ensure your accommodations and a seat in the test centre.**

Test Registration forms are available on our [CSD website](#) –**click on Test Centre Request Forms**. The Test Registration forms are also available in the CSD Test Centre (Room B216) as well as our main CSD Office (Room SW 116).

Completed test forms and notifications to your professors, **for each test**, need to be submitted to the CSD Test Centre (5) business days before the scheduled test, in order to reserve a space. **Accommodated tests cannot be guaranteed if a student submits the Test Center Form less than 5 business days in advance of the test date.**

CSD Final Exam sign-up **DEADLINES** are **ALWAYS** several weeks **BEFORE** the final exam period. The deadlines as well as the CSD final exam information, explaining our online sign-up process, will be posted on the CSD website each term

It is the student's responsibility to check their My Campus email address frequently as all important test and exam information including registration deadlines will be posted to My Campus.

The CSD may be **unable** to accommodate students who do not sign-up by the final exam sign-up deadline.

To Find Out More About CSD Services...

For further information please call 905-721-3123, drop by at SW116 to set up an appointment or visit our website at www.durhamcollege.ca/csd.

Campus Conflict Resolution Services



CAMPUS CONFLICT
RESOLUTION SERVICES

~Our Mission~

To provide a free, confidential conflict resolution service, assisting the campus community to collaborate in a safe and professional environment

~Our Vision~

Resolving conflicts to promote educational success

The administration and faculty of the Durham College's School of Justice & Emergency Services have endorsed Campus Conflict Resolution Services, (referred to hereafter as CCRS), as a vital alternative pathway for educating students in peaceful dispute resolution process and technique and as an alternative process for cooperative mediation and settlement of disputes that may from time to time arise in the conducting of academic courses or the operation of Durham College.

CCRS is operated as a practicum course for students in the Mediation-Alternative Dispute Resolution graduate certificate program. Students are properly prepared to act as mediators, or co-mediators, either with, or under the direct or indirect supervision of expert faculty.

In this course the professor may request or, as an alternative to the potential failure of a student or students, require students;

- a) to attend CCRS for the purpose of mediating any dispute arising out of the conduct of compulsory group work in class;
- b) to attend CCRS to conduct and report on an educationally based mediation for course purposes and grading;
- c) To attend CCRS for the purpose of mediating any problems, disturbances or disputes arising out of class presentation, operation or management.

Campus Conflict Resolution Services may be reached by e-mail at:

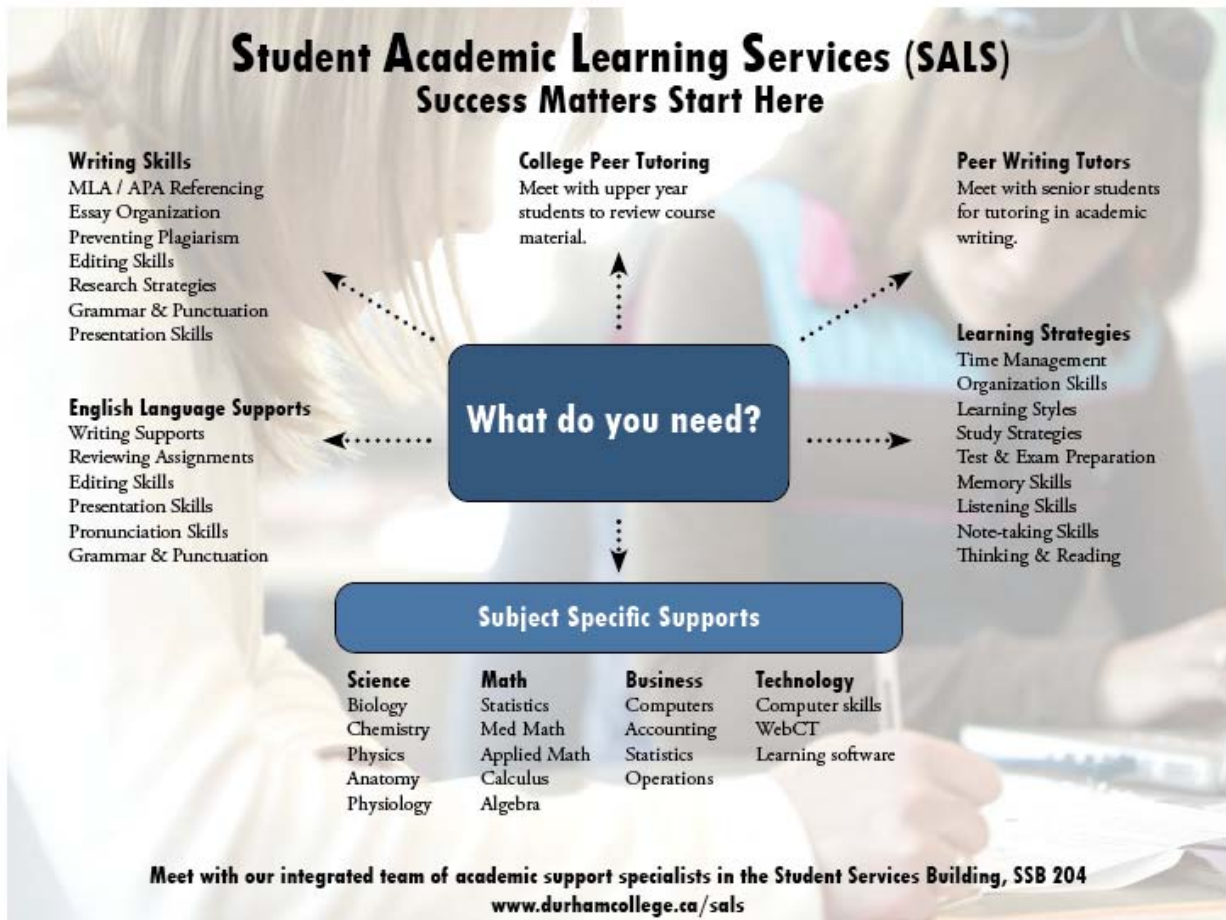
ccrs@durhamcollege.ca

Student Academic Learning Services (SALS)

Success Matters Start Here! The staff and faculty at the Student Academic Learning Services Centre can help you achieve your educational goals.

You can use the centre to:

- Get peer tutoring help
- Learn how to study smarter, not harder
- Learn to manage your time and prepare for tests
- Improve your reading skills and take better notes
- Use 28 lab computers with learning software
- Increase your English proficiency
- Improve your writing skills
- Have a quiet space to do your work
- Access group study space
- Improve your marks from a 'B' to an 'A'



The Library

The Library is here to help you succeed!

Stop by for help to research a topic, complete an assignment, or when you just need a quiet place to study. The Library on the north side of the Polonsky Commons is easy to find. Both wired and wireless computer access is available along with 10 small group study rooms and the *Den* in the basement for group work. Although food is not permitted in the library, drinks in covered containers are allowed and you can buy a Starbucks coffee to go at the Library Café.

Students & faculty at the Whitby now have a small branch library at their location. They may also use the North Oshawa campus library in person, via internet, or request books to be sent to them at Whitby.

Most of the Library's resources are in digital format and are available 24x7 through the Library's web page. You can access them from on or off campus by logging in with your student number and computer password. The digital resources include e-books, magazines, journals, newspapers, statistical databases.

Visit the library virtually at www.durhamcollege.ca/library to:

- Research a Topic,
- Find books and articles,
- Renew materials,
- Request an interlibrary loan,
- Book a group study room,
- Get online help from a librarian
- Check on the hours the library is open

Your campus photo ID card is also your library card and is required to check out books and Reserves.

The librarians work closely with your professors to provide class presentations directly linked to your assignments. Additional sessions on using specialized resources are also offered throughout the year and help is also available on the library website. You may contact the Reference staff by phone or e-mail, and you are always welcome to visit our Reference desk in person. We look forward to helping you!

Check the website for library hours.

| | |
|------------------|--------------------------|
| Circulation desk | (905) 721.3082 |
| Reference desk | (905) 721.2000 ext. 2390 |

College Publications

At Durham College, several publications provide the information you need before you start classes.

Program Guide

Durham College's Program Guides are a handy reference guide for everything students might want to know about their academic program. The program-specific guides provide essential information related to the program of study, policies, program requirements, faculty contact information, important dates, grading criteria, etc., as well as a starting point to help students find and navigate their way through academic and student support services.

Program Guides are distributed in print format to every registered student in the first class of the Fall semester and are available electronically on the college website. It is important that students read this guide at the beginning of their studies as it contains pertinent information for academic success and will be useful throughout the duration of the program.

Note:

- This guide is not intended to be a complete statement of all procedures, policies, rules and regulations at Durham College.
- The College reserves the right to change or cancel any provisions, requirements or subjects at any time.
- Student Liaisons and/or Faculty Advisors will assist in planning programs, but it is the student's responsibility to meet the academic requirements for completion of certificates and diplomas.

Continuing Education Course Book

Continuing Education publishes course calendars – Fall, Winter/Spring, listing courses for credit towards Post-Secondary Programs, and personal and professional development. The same course outlines are used for full-time and Continuing Education courses. Courses may be accessed through classroom setting, correspondence (distance education) or online courses (Internet).

If you are unable to access a day-time course (timetable conflicts, repeat of a course, etc.) or want to get a head start on your next semester, check out Continuing Education's current course book and register at the Office of the Registrar early to ensure a seat is reserved for you.

Please check our website for comprehensive information @ www.durhamcollege.ca.

Scholarships, Bursaries and Awards

Scholarships: Scholarships are awarded to students who have achieved academic and personal excellence. Some scholarships are awarded solely on academic performance. Others are based on a combination of academic achievement and proven personal excellence including leadership and community involvement.

In-Course scholarships: In-Course scholarships are awarded to returning full-time students in post secondary programs who have demonstrated academic excellence in their studies. Students must have been registered in full-time studies in the same program in consecutive years to be considered. In-course scholarships are solely based on GPA and no application is necessary unless otherwise noted. Recipients are notified via MyCampus e-mail.

Bursaries: Bursaries may be available to full time post secondary students requiring additional financial assistance to cover their educational costs. When students' personal and family resources are not sufficient to cover costs they are expected to apply for OSAP. Before applying for a bursary, students should investigate all other forms of financial assistance. Other resources may include scholarships, family support, student line of credit and part time employment.

Durham College supports access to post secondary education following these principles:

- No qualified Ontario student should be prevented from attending Ontario's public colleges and universities due to lack of financial support programs.
- Students in need should have access to the resources they need for their postsecondary education.

Durham College Access Bursary Program: This bursary is available to Ontario students offered admission to a full time, **first year** program at Durham College.

Durham College Upper Year Student Bursary Program: Students must complete the Student Financial Profile application for consideration for bursary funding.

Awards: Awards may be based on scholastic achievement and/or financial need. There may be other requirements for qualification such as membership in certain organizations, enrollment in specific programs, leadership abilities and/or community service. Students must be in good academic standing to be considered.

Eligibility: Students who are currently enrolled full-time at Durham College are eligible to apply for scholarships and bursaries. Many awards have specific guidelines and students are advised to read all information about the award before applying.

Application process: Information on all scholarship, bursaries and awards for registered Durham College students including application, submission and deadline details will be posted on the DC Student tab of the MyCampus section of the college website. Students are advised to check MyCampus regularly for updates.

Unless otherwise noted, all students must complete the online Student Financial Profile application for consideration for bursary and award funding. Information, application instructions and submission deadlines for the Student Financial Profile may be found on the MyCampus website under the DC student tab. The student is notified of the application results via MyCampus email.

For further information on scholarships, bursaries and awards, please contact studentawards@durhamcollege.ca.

NOTE: Awards, amounts and availability are subject to change at the discretion of the Student Awards office or the donor. All awards are based on information available at the time of publication.

Awards Open to Students in All Programs

| Title of Award | Award Value (\$) |
|---|------------------|
| Albis Award | \$500 |
| Business & Professional Women of Durham Award – <i>In Course (Application Required)</i> | \$500 |
| Campus Living Centre Residence Award | \$250 |
| Canadian Federation of University Women Oshawa and District Award | \$500 |
| CAW Family Auxiliary 27 Award | \$250 |
| Carpenters Union Local 397 Award | \$800 |
| Durham College Access Bursary | Various amounts |
| Durham College Alumni Association Award | \$1200 |
| Durham College Alumni Association Award – <i>In Course (Application Required)</i> | \$1000 |
| Durham College Bursary | Various amounts |
| Durham College Endowed Award – <i>In Course</i> | \$1000 |
| Durham College International Student Scholarship | \$1500 |
| Durham College Scholarship – <i>In Course</i> | \$500 or \$1000 |
| Durham Region Chairman's Award | \$1000 |
| Durham Region Chairman's Scholarship | \$1000 |
| Fairfax Financial Holdings Ltd. Scholarship | \$3500 |
| Garfield Weston Award | \$2500 + up |
| Greenbriar Foundation Award | \$1000 |
| Harold "Pat" Dooley Bursary | \$1300 |
| International Student Emergency Bursary | Various amounts |
| June White Memorial Entrance Award | \$500 |
| Lenovo (Canada) Inc. Access Awards | \$500 |
| Lifelong Learning Award – <i>In Course (Application Required)</i> | \$500 |
| Lifelong Learning Bursary | \$500 |
| Lois and Gary Polonsky Award | \$1000 |
| Lois Sleightholm Award | \$2000 |
| Lois Sleightholm 21 st Century Award | \$1000 |
| Marjorie Elizabeth Willoughby Award | \$3000 |
| Ontario Aboriginal Bursary | Up to \$3000 |
| Ontario First Generation Bursary | \$3000 |
| Ontario International Educational Opportunity Scholarship | \$2500 |
| OPG Employees' and Pensioners' Charity Trust | \$1000 |
| Oshawa B'Nai B'Rith Lodge Scholarship | \$300 |
| Oshawa Double B Sports Club Bursary | \$800 |
| Purdue Pharma Award | \$800 |
| Retired Teachers of Ontario District 28 Award | \$500 |
| Ross Mackie Award | \$2000 |
| UA Local 463 Award | \$400 |
| The Central East Community Care Assess Centre Award | \$500 & \$750 |
| Wordham Family Award | \$3,000 |
| Your Student Association Award | \$400 |

School of Justice & Emergency Services

| | | |
|--|--|--------------------------------|
| A. Alan H. Strike Award – <i>In Course</i> | Legal Administration | \$500 |
| Durham Police Appreciation Committee Award | Police Foundations | To be determined |
| Bert Dejeet Justice Bursary | 2nd or 3rd year of Paralegal (2 year diploma); Law and Security Administration; Legal Administration/Law Clerk or Police Foundations | 4 awards of \$200 – \$250 each |
| Midge Day Memorial Award – <i>In Course</i> | Legal Administration | \$500 |
| Patricia O'Connor Premier's Award | Paramedic | \$1000 |
| Prosecutor's Association of Ontario Award | Court and Tribunal Agent/Paralegal | \$500 |
| Robert Anderson Memorial Award – <i>In Course</i> | Police Foundations or Law and Security - for excellence in Criminal and Civil Law | \$250 |
| Roger Pardy Memorial Award | Police Foundations | \$800 |
| Steven Shumovich Memorial Award – <i>In Course</i> | Legal Administration | \$500 |
| Stikeman Elliott Award | Legal Administration | \$500 |

Convocation Awards

| | |
|---|--------|
| Founder's Cup | \$200 |
| Durham College Medal: Top Student – Three year Program | \$500 |
| Durham College Medal: Top Student – Two year Program | \$500 |
| Durham College Medal: Top Student – One year Program | \$500 |
| Durham College Medal: Top Student – Apprenticeship Program | \$500 |
| Governor General's Academic Medal and W. Bruce Affleck Memorial Scholarship | \$2000 |
| President's Leadership Award | \$500 |

Transfer Guide

Diploma to Degree Pathways

Turn your Durham College diploma into a degree!!

If your post-secondary education plans include a diploma and a degree, you can take advantage of many degree completion programs offered through partnerships negotiated by Durham College with many universities, including UOIT, our campus partner.

A Durham College diploma can earn you credit toward a university degree. University admissions policies and partnership transfer agreements between Durham College and a number of universities facilitate university admission for Durham College graduates from specific programs by giving credit for college study. Graduates may receive credit for several courses or for a year or more toward a university degree. These opportunities are detailed, by program, on the **Durham College Transfer Guide** (http://www.durhamcollege.ca/EN/main/programs_courses/transfertguide.php)

Interested students looking for further information are encouraged to consult with their program faculty or the admissions office of the receiving institution.

If you do not see your program on the chart, you may find pathway opportunities and information on collaborative programs, articulation agreements and credit transfers between Ontario universities and colleges available on the Ontario College University Transfer Guide website at www.ocutg.on.ca.

Program of Studies

PROGRAM OF STUDY 2011/2012

SCHOOL OF JUSTICE &
EMERGENCY SERVICES

20-Jul-11

**-WEEKLY
BREAKDOWN-**

PARAMEDIC - ADVANCED CARE & ON-LINE

| COURSE NAME | MOD | CODE | PREREQUISITES | COREQUISITES | LECT. HRS | LAB HR | ALT. DEL | FIELD PLMT. HRS |
|-----------------------------------|-----|-----------|---------------|---------------------|--------------|-----------|-------------|-----------------------|
| SEMESTER 1 | | | | | | | | |
| PADV ADVANCED CLINICAL TECHNIQUES | | CLIN 5402 | | | 2 | 0 | 1 | |
| PADV ADVANCED PATIENT MANAGEMENT | | PATI 5400 | | | 3 | 0 | 1 | |
| PADV PHARMACOLOGY | | PHAR 5400 | | | 1 | 0 | 1 | |
| PADV PRACTICUM 1 | | PRAT 5400 | | | 0 | 6 | 0 | |
| PADV CLINICAL PRESENTATIONS | | PRES 5400 | | | 2 | 0 | 1 | |
| PADV RESEARCH APPRAISAL | | RESR 5400 | | | 1 | 0 | 1 | |
| | | | | | 9 | 6 | 5 | |
| SEMESTER 2 | | | | | | | | |
| PADV CLINICAL 2 | | CLIN 6400 | CLIN 5400 | PRAT 6400 | 0 | 0 | 0 | 210 |
| PADV PRACTICUM 2 | | PRAT 6400 | PRAT 5400 | CLIN 6400 | 0 | 3 | 0 | 135 |
| PADV ROLES & RESPONSIBILITIES | | ROLE 6400 | | CLIN 6400 PRAT 6400 | 0 | 0 | 3 | |
| | | | | | 0 | 3 | 3 | 345 |
| SEMESTER 3 | | | | | | | | |
| PADV PRACTICUM 3 | | PRAT 7400 | PRAT 6400 | | 0 | 0 | 0 | 365 |
| | | | | | 0 | 0 | 0 | 365 |

NOTES:

ELE - ELECTIVE - Students may take one or many subjects, depending on the requirements of their program. ELET - represents a typical subject load and IS included in the total hours per week, to reflect the total hours per week required.

OPT1/OPT2/OPT3 - OPTIONS - Students choose subjects. OPT1 subjects are included in total hours per week.

G - GENERAL EDUCATION - Subjects marked at the left margin with G are "General Education" subjects.

Course Descriptions

PADV ADVANCED CLINICAL TECHNIQUES CLIN 5402

Patient care at the advanced level requires extended skill and knowledge sets both in assessment and management. This course provides the foundation knowledge and focuses on therapeutic skills and understanding of advanced assessment and measurement. Assessment topics range from arterial blood gas analysis and blood chemistry to cardiac monitoring (3 lead to 18 lead) and invasive monitoring. Advanced skills will include intravenous, advanced airway management and electrical therapies. A problem-based approach will be utilized to further develop and consolidate learning.

PADV ADVANCED PATIENT MANAGEMENT PATI 5400

The ability to effectively manage patients and scenes involves the application and integration of a variety of higher-order skills. This course takes a problem-based approach to the development of decision-making skills and critical thinking required for practice as an Advanced Care Paramedic. On a weekly basis, learners will manage a variety of clinical problems and then participate in peer and reflective review. This allows the learner to develop patient and scene management strategies and move from a philosophy of rule in/rule out to one of risk stratification.

PADV CLINICAL CLIN 6400

Clinical experience is an essential component of paramedic education. Clinical

rotations provide a hands-on, practical perspective to classroom and laboratory learning activities. This provides the ideal bridge between classroom and field practicum. The expertise of a variety of health care professionals is utilized to assist the learner in acquiring clinical competency. Clinical activities are focused on skill acquisition.

PADV CLINICAL PRESENTATIONS PRES 5400

This course provides the learner with a baseline understanding of selected topics in human physiology and then extends it to the pathophysiology and clinical presentation of illness and injury. A case-based approach to learning and instruction assists the learner in the acquisition of critical thinking and decision-making strategies. This course allows the learner to develop strategies for understanding a variety of patient presentations and is closely integrated with the Advanced Patient Management course (PATI 5400).

PADV PHARMACOLOGY PHAR 5400

The objective of this course is to provide an understanding of the mechanism of drug action to allow for the safe and appropriate administration of emergency drugs. Knowledge of prescription medications is necessary in the gathering and interpretation of patient medical history and ensures the safe administration of emergency drugs. The skills necessary to accurately calculate and administer medication will be

developed and integrated into the rest of the program.

PADV PRACTICUM 2 PRAT 6400

This course represents the second of three in a continuum practicum courses. Students will be assigned to Advanced Care Paramedic preceptors in a "third person" model that will allow them to practice and make and implement decisions under direct supervision. Problem solving and clinical decision making skill will be acquired through the acceptance of a series of graded responsibilities progressing towards competency. The specific competencies and sub-competencies attached to practicum are divided into modules to allow the student to progress in manageable steps towards entry-to-practice competency as an Advanced Care paramedic. Evaluation of competency is conducted in association with the Paramedic Association of Canada's (PAC) definition of competency.

PADV PRACTICUM 3 PRAT 7400

This course represents the last of three in a continuum practicum courses. Students will be assigned to Advanced Care Paramedic preceptors in a "third person" model that will allow them to practice and make and implement decisions under direct supervision. Problem solving and clinical decision making skill will be acquired through the acceptance of a series of graded responsibilities progressing towards competency. The specific competencies and sub-

competencies attached to practicum are divided into modules to allow the student to progress in manageable steps towards entry-to-practice competency as an Advanced Care paramedic. Evaluation of competency is conducted in association with the Paramedic Association of Canada's (PAC) definition of competency.

PADV PRACTIUM 1 PRAT 5400

This course represents the first in a continuum of practicum courses. The practicum course facilitates the application of concepts taught in the program through skills and simulated scenario-based practice. Students will acquire problem solving and clinical decision making skill through the acceptance of a series of graded responsibilities progressing towards competency. The opportunity to practice in a simulated setting allows the learner to practice skills and decision making in a safe controlled laboratory setting. Evaluation is competency based and requires the completion of a skills and scenario portfolio.

PADV RESEARCH APPRAISAL RESR 5400

The practice of health care is in constant evolution, and patient care principles that were founded on anecdotal evidence and extending the hospital clinical model to the out-of-hospital setting are no longer adequate. The ability to appraise and interpret medical evidence provides the learner with strategies to evaluate the evidence base for patient assessment and care practices. Extended topics will include qualitative versus quantitative methods, research structure and methodology. Weekly research appraisal will be closely aligned to topics

covered in other program courses.

PADV ROLES AND RESPONSIBILITIES ROLE 6400

This course offers the learner both an introduction to paramedic professional practice and the integration of all facets of the program. The intention is to provide the learner with the scope of their professional responsibilities and requirements for practice. Learning activities are extended to the integration of evidenced-based medicine and the evaluation of current and relevant research.