

California State University, Sacramento
COLLEGE OF CONTINUING EDUCATION
NURS 56 EMT Paramedic Field Internship
Syllabus

Part 1: Course Information

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Course Description

NURS 56: Culminating field internship course of 480 hours on an Advanced Life Support (ALS) ambulance and/or fire engine. Students will work in a variety of patient care situations under the direct supervision of a Paramedic Preceptor.

Prerequisite: NURS 51, 52, 53, 54, 55

Graded: Credit/No Credit

Units: 10

Required Texts (included in tuition payment)

Paramedic Field Internship Manual

AAOS Emergency Care in the Streets 7th Edition Volume 1

AAOS Emergency Care in the Streets 7th Edition Volume 2

AAOS Sick/Not Sick: A Guide to Rapid Patient Assessment (recommended, but not required)

Dubin, D. (2000). Rapid Interpretation of EKG's 6th Edition (recommended, but not required)

Campbell, J. (2012) International Trauma Life Support 7th Ed (ITLS)

The National Association of Emergency Medical Technicians, Advanced Medical Life Support (AMLS)

American Heart Association, Advanced Cardiac Life Support (ACLS)
American Heart Association, Pediatric Advanced Cardiac Life Support (PALS)
American Heart Association, Basic Life Support (BLS)

Course Requirements (secure prior to start of internship hours)

- Internet connection, including access to SacCT and saclink e-mail
- Microsoft Word and Adobe Acrobat Reader
- Individual transportation
- Paramedic uniform and required equipment
- Up to date health clearances, including HealthStream
- Mobile device (PDA, smartphone, iPod, etc.) loaded with healthcare reference materials is highly recommended for this course.
- One to one assigned certified Paramedic with a minimum of two years academic or clinical experience in emergency medicine in the last five years.
- Obtain an assigned preceptor and provide name(s) of the Preceptor(s) to the County EMS before the beginning of the internship.
- Obtain an approved and signed Preceptor/Agency/CSUS contract prior to starting internship hours.
- Attend orientation course provided by the local EMS Agency in which the internship will occur (if required by the EMS Agency).
- Obtain copies (intern's expense) of the EMS Agency protocols for the assigned County prior to first shift. Place them in a binder and bring to all shifts.
- Complete a minimum of 480 required Field Internship hours on an ALS ambulance transport unit or fire equipment that is assigned to emergency responses.
- Perform a minimum of 40 ALS skills in direct patient care situations.
- Complete 100 % of required assignments.
- Exhibit conduct consistent with the EMT Code of Ethics as described in the Student Handbook.

Course Structure

This course will be delivered in a blended learning online environment through the Navigate course management system. The student is under the direct supervision of a Paramedic preceptor approved by the local EMS Agency and the CSUS Paramedic program. The student will complete a minimum 480 hours of field internship and 40 Advanced Life Support (ALS) contacts on a designated ALS ambulance or fire engine.

An ALS contact is defined as an ALS skill performed by the intern and is implemented under the direct supervision of a licensed Paramedic, Physician, or Registered Nurse in adherence with California Administrative Code, Title 22, EMT-P Regulations, Section 100146-100147.

Part 2: Course Objectives

Course Objectives

Students must meet all course objectives in order to pass the course. The student is expected to:

1. Implement professional communication skills to promote team work and a strong student- preceptor mentoring relationship.
2. Integrate ALS theories and skill from prerequisite courses to provide care for patients with a variety of medical disorders/emergencies across the adult life span under the direct supervision of preceptor.
3. Exhibit competency in accessing, using, and evaluating patient care technologies.
4. Demonstrate basic knowledge of local protocols and concepts related to patient safety and quality healthcare.
5. Exhibit leadership skills and scene management to promote optimal patient care and crew safety.

Assignments

All documentation involving patients will be done in accordance with HIPAA regulations and agency guidelines. Required assignments for NURS 56 are:

Performance Evaluations

Students will be observed and evaluated by the Preceptor on application of knowledge, skills, and professional attitude throughout the internship. This is a competency based evaluation; all ratings are based on the performance evaluation standards. See Addendum A for details.

Daily Evaluations

All patient care contact calls are to be documented on the Intern Daily Performance Record (Appendix B) by the end of the shift and signed off by the student and preceptor. Daily Evaluations should be added and documents attached to FSDAP under the shift section within 72 hours following a completed shift.

Major Evaluations

There are 4 Major Evaluations during the Field Internship. The evaluation Appendix C will be completed by the preceptor with each 120 hours of Field Internship the student has accumulated (120, 240, 360, and 480 hours respectively.) Major evaluations are to be attached to the daily shift section and the portfolio attachment section of FSDAP within 72 hours of completing the shift and electronically sent to the student's mentor and the field coordinator. Written on the final major evaluation it needs to be clearly stated by the preceptor that the student has "PASSED" or "FAILED" the field internship. Following the field internship the student will take the cumulative final located on navigate and notify the Field Coordinator of the results. The field coordinator and the student will work together to make sure that their evaluated FSDAP is up to date and completed within 72 hours of the completion of Major Evaluation shift.

Failure to submit the required evaluations at the given intervals will jeopardize your standing in the program and may result in course failure.

Educational Drills

Paramedic Interns are required to complete ten 5 to 30 minute educational presentations (demonstrations, drills, short talks) during their internships. Drills should be scheduled in advance for each internship shift and can be designed for either paramedic or EMT-Basic level personnel. The drill topic and the Intern's performance are to be recorded by the preceptor on the Daily Performance Evaluation under the appropriate section. See Appendix D for details.

Home Medications Report

The Paramedic Intern is required to complete a report of 100 common home medications. The report form is located in Appendix E. This is due at the second Major

Evaluation (240 accumulated internship hour mark). Attach this report to the FISDAP portfolio at the second major.

Patient Care Report for ALS Contacts

A patient care report is required for all ALS contacts. The Paramedic Intern will complete a report using the format required by the EMS Agency or the CSUS Paramedic program. A minimum of 40 ALS Contacts are required for certification. Reports are to be completed prior to the end of the shift and must be attached to the shift section of FISDAP within 72 hours of completion of the shift. See Appendix F

Field Internship Student Data Acquisition Project (FISDAP)

FISDAP is an internet based computer program that is used to document all of the paramedic student's educational experiences. It is required by the program accrediting agency and is used to assess that the student has met the requirements for the Paramedic Program. Appendix F provides detail on the type and number of specific patient care contacts required by the conclusion of the Paramedic Program. Accurate documentation of patient experiences is essential, and must include skills lab, simulation experiences, clinical patient contacts, and field patient contacts. Documentation is required to be completed within 24 hours of the educational experience. It must be as detailed as possible regardless of the level of interaction, and include skills performed, assessments (basic, partial, or extensive), and medication administration. All FISDAP required patient contacts must be completed by the conclusion of the Field Internship.

FISDAP entries must meet the expectations of the Field Internship Coordinator in order to receive credit for the course and move on to the next phase of the program. Any errors on FISDAP reporting should be communicated to the Field Internship Coordinator as soon as possible so that they can be corrected. **All attachments into FISDAP must be in a PDF format.**

Completion of the Field Internship

It is the student's responsibility to submit the **scanned** copies via the provided program flash drive of all required NURS 56 Field documents to the Paramedic Program Field Coordinator within 72 hours of completing the Field Internship hours. Scan and submit the following documents electronically on the flash drive, or via drop-box service:

1. Intern Daily Field Report (Evaluation)
2. Major Evaluations (ea 120 hours completed)
3. Role of the Paramedic Preceptor form.
4. Education Drill documentation (summary paragraph, date presented) (total 10)
5. Home Medication Report (100 medications).
6. Patient Care Reports for ALS Contacts

Part 3: Topic Outline/Schedule

Field Internship Placement	Will be assigned by Paramedic Program Within 90 days of completing the Clinical Internship
Major Evaluations	Four Major Evaluations are required with every 120 Internship hours at the 120, 240, 360 and 480 mark.
Field Internship Due Date	All Internship hours, assignments, requirements must be completed within 6 months of the initiated EMS Agency contract.

Part 4: Grading Policy

This is a Credit/No credit course grade. Total points possible in this course are 1000. To attain credit the student must have completed all course assignments totaling 1000 points, 40 ALS contacts, a minimum of 480 Internship hours, and receive passing evaluations.

Item	Possible Points	% of Total Grade
Intern Daily Performance Record	100	10
Major Evaluations 4 (100 points each)	400	40
Role of Paramedic Preceptor (due with first Major Evaluation at 120 hours)	50	5
Education Drills	50	5
Medication due with second Major Evaluation at 240 hrs)	100	10
FISDAP	300	30
Completion of 480 clinical hours (recorded on FISDAP Report)	0	Required for Certification
40 ALS Contacts (Patient Care Reports)	0	Required for Certification
Submission of Field Internship forms	0	Required for Certification

Course points will be posted on an on-going basis in the online Grade book. Students can access these via the MyGrades tool in the SacCT course.

Students are responsible for tracking and checking their own scores, and for computing the point percentage. Any inconsistency should be reported promptly to the instructors.

Course Failure: A course failure will result if the student does not meet internship course objectives, failure to pass local protocol test, complete all assignments, complete the required 480 internship hours, or complete the 40 ACLS contacts. A Course No Credit prevents the student from completing the program. A student who receives a No Credit has the right to appeal. See the Paramedic Student Handbook for grading policies and appeals.

Part 5: Course Policies

Field Internship Attendance

Attendance is mandatory at all scheduled internship days. The Paramedic Interns will record the Preceptors schedule in the FISDAP database to indicate which shifts will be worked. All Field Internship hours must be completed to receive credit for the course. In the event the student is sick or misses a shift due to an unexpected emergency, he/she must immediately notify the Field Mentor or the Field Internship Coordinator and the Preceptor at the internship facility. Calls can be placed 24 hours a day to the Field Mentor or the Field Internship Coordinators voice mail number in the syllabus. Internship agency phone numbers will be provided by the Field Coordinator. Excessive absenteeism; defined as four or more shifts during the 6 months of the internship, may jeopardize the students internship and result in course failure.

Scheduling of Preceptors and Internship Experience

All Preceptors must be pre-approved by the local EMS agency and the CSUS Field Internship Coordinator. Preceptors are assigned one student to supervise at a time and must be a certified Paramedic with a minimum of two years academic or clinical experience in emergency medicine within the last five years. Students are not allowed to individually arrange trades or internship preceptors. A signed contract between the EMS agency and CSUS Paramedic program is required. Students are required to pay a fee to the EMS agency for the internship experience.

All Interns will be a third person on the ALS units and are never to be left alone with the patient (including in the back of the ambulance). All patient care given by interns is to be directly supervised by one of their assigned preceptors. Paramedic Preceptors are held accountable for all care given by the interns being precepted. See Appendix G for delineation of the Role of the Paramedic Preceptor.

Field Internship Hours

A minimum of 480 hours is required. A maximum of 50% of the internship may be completed under the direct supervision of a certified paramedic preceptor assigned to a non-transporting paramedic unit (such as an ALS first responder). Internship hours will be counted, however, no patient contacts will be counted unless the intern conducts the continuum of care all the way to the hospital with the intern's assigned primary or secondary preceptor in attendance, as well, on-board the unit which ultimately transports. If the transporting unit which arrives also has a preceptor and intern on-board, the intern from the first responder unit will transfer care to the transporting crew in accordance with the local EMS policy.

Field Internship Timeline

All field internship requirements must be satisfied within **six months** of placement in the Field Internship site. Failure to complete the internship and the required FISDAP entries in this time may be grounds for dismissal from the course.

Student Responsibilities in Internship Experience

In the clinical setting students are representatives of the Sacramento State Paramedic Program and are held accountable to the Ethical Code of Conduct in the Student Handbook. The student is expected to be an active participant in the student internship experience and seek out learning opportunities. See Appendix H.

Specific dress and Field Internship Behavioral Guidelines are delineated in Appendix I and must be strictly followed. If the student makes a clinical or medication error, is involved in an unusual event, or is exposed to a communicable disease the Clinical Coordinator must be informed immediately. See Appendix J for reporting details.

Assignments

Students are required to complete all of course assignments detailed in the syllabus and field internship binder. Assignments that are incomplete will be returned to the student for revision and must be resubmitted by the due date established by the Field Mentor or the Field Internship Coordinator.

Extra Credit

There is no extra credit in this course.

Late Work

Late Submission of assignments and evaluation documents will be addressed on an individual basis with the Field Internship Coordinator. A pattern of this behavior may result in course failure.

Paramedic Faculty Clinical Observation:

All students will have periodic visits from the Paramedic Program faculty. Visits will be arranged in advance between the paramedic preceptor and the Sac State Paramedic faculty according to agency procedure. The student may also request a Field Mentor observational visit at any time. A student may not refuse a clinical observation by program faculty. During the visit the intern will have the opportunity to have a meeting with the preceptor and the Sac State Paramedic Program faculty to answer any questions or concerns.

Conflict in Field Internship

If the student experiences a conflict in the Field Internship or identifies issues between himself/herself and the assigned preceptor the student must inform the Field Mentor or Field Internship Coordinator immediately via phone and document and submit the issue in writing. The Field Coordinator is available to facilitate communication and problem solving so that the issue does not impact success of an internship.

Internship Extensions

Early identification, intervention and notification to the Field Mentor or the Field Internship Coordinator and Paramedic Program Director of issues in clinical are the most effective ways of avoiding the need for an extension. An extension of a clinical phase is at the discretion of the Program Director. If granted, an internship extension will

be completed in increments of 120 hours, to a maximum of 240 hours. If a student cannot satisfy the requirements of the internship within a total of 720 hours, the student would fail the internship experience. See the Paramedic Student Handbook for details on the procedure for an Internship extension.

Asking for Assistance

If you are having any trouble keeping up with assignments or other aspects of the course, be proactive in communicating with course Faculty as soon as possible. Faculty would like you to succeed in the course and can best assist you in problem solving to find a solution to meeting course requirements if you can communicate early and frequently. Faculty contact numbers and email addresses are in the course syllabus.

University Policies

Academic Honesty

Academic honesty is ensured when a student completes academic work on his/her own merit. This concept is violated when a student gains an unfair advantage over other students such as is the case when copying others' assignments, attempting to gain knowledge of exam items or related content, or plagiarizing published works. If any part of your written or verbal work is suspected of academic dishonesty (whether you benefited from or provided an unfair advantage), the Pre-Hospital Education Program Student Handbook requires notification of the University's Student Affairs office. Once academic dishonesty is determined to have taken place, the assignment will not be accepted, will receive a score of zero, and the student(s) will be subject to disciplinary action including, but not limited to, course failure or program dismissal. It is your responsibility to review the university policy and student handbook regarding academic honesty and plagiarism, to understand their definitions, and to consult with faculty if you need assistance. See also the Sacramento State Policy Manual (<http://www.csus.edu/umannual/AcademicHonestyPolicyandProcedures.htm>).

Student Conduct

Participation in program obligates students to demonstrate professional behavior at all times, adhering to the Student EMT Code of Ethics found in the Student Handbook (see also the statements in the Pre-Hospital Education Program Philosophy). Additionally, students are expected to follow the University Student Code of Conduct (<http://www.csus.edu/umannual/student/UMS16150.HTM>) and to adhere to all policies found within the Sacramento State Pre-Hospital Education Program Student Handbook.

Violation of any of these principles, whether during class times or course-related activities, may result in one or more of the following: letter of reprimand placed in the student file; notice of jeopardy of failing a course; failure of a course; referral to University Student Affairs; and/or dismissal from the paramedic program and/or University.

Reasonable Accommodation

Students with disabilities who request service(s) must provide the CCE Human Resources Specialist (HRS) with appropriate documentation of disability. This documentation along with the Application for Student Support Services must be submitted to CCE at least 2 weeks before the first day of class/needed services. Contact the CCE Human Resources Specialist (HRS) at caddm@cce.csus.edu to obtain forms. Submit forms via Fax: **916.278.3680** or Email: caddm@cce.csus.edu

Special Note

Course policies are subject to change. It is the student's responsibility to check JB Learning for corrections or updates to the syllabus. Any changes will be posted in JB Learning.