



## **Welcome to the 2022 Kitsap County EMT Bridge Course**

Welcome to the 2022 Kitsap County EMT Bridge Course. The class will go by fast, and in the end, it will seem like it wasn't enough time. Since you have a medical background, you be testing on common topics to prepare for the National EMT exam. Other EMS topics may be new to you, and you will explore further with your instructor.

**Senior Instructor:** Joe Schweiger, EMT-P, Senior EMS Instructor

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### **Class Hours:**

Online- at your own pace chapters Monday – Thursday

Skills lab Friday: 0900hrs. to 1700 hrs

### **Location:**

Olympic Ambulance

2502 Cherry Place, Bremerton, WA 98310

**Text:** Emergency Care of the Sick and Injured 12<sup>th</sup> Ed. with Preferred Package – Navigate

- Follow up the instructions on the attached postcard to your book. **IMPORTANT.** Sign in at [jblearning.com](http://jblearning.com)

Step 1: Redeem the access code on the postcard. **BE CAREFUL** There is only one.

Step 2: Create an account.

Step 3: **Class ID Code: BA32E8**

**Step 4: Go to student profile and change your time zone to Los Angeles/ Pacific Standard time.**

### **Required handouts:**

- Student Course Guide (online)
- Washington State EMT Skill Sheets (online)

### **Computer Requirement:**

Each student needs to have access to a **computer** with an internet connection. This device must be able to upload documents into J.B. learning's Navigate. If necessary, by JPEG, but preferred by PDF.

A computer is necessary to take the required quizzes and tests. A reliable printer is also required. Weekly quizzes and workbook assignments will be done through online



access. J.B. Learning is our textbook supplier, and their technical support page has a list of acceptable browsers. The latest versions of Chrome, Firefox, and Safari have worked best in the past.

A reliable internet connection. A poor or non-existent internet connection will not be considered a reasonable excuse for missing course lectures or assignments.

**Course Overview:**

This course follows the U.S. Department of Transportation and Washington State EMS and Trauma guidelines for the training of an Emergency Medical Technician. This course is designed to prepare the participant to challenge the National Registry Exam.

This course also trains the student to perform the following skills in Kitsap County and other Washington State counties based on Medical Program Director's protocols.

- Administration of intranasal drugs.
- Placement of a supraglottic airway.
- The course will cover Travis Law and HIV training.

**Successful Completion:**

For the student to successfully complete this course and qualify for the *National Registry of EMT's* test, the following objectives must be met:

1. Attend and complete all required classes per attendance policy.
2. Maintain an overall test score average of 80% or greater for Chapter Quizzes.
3. Show ongoing proficiency in all taught skills.
4. Complete an 10-hour field rotation with an EMS agency.
5. A total of 10 patient care reports must be completed before the end of the course. The students should attempt to achieve this through patient contacts during emergency and field rotations.
6. Pass two practice National Exams with a 75%.
7. Pass the comprehensive final practical skills exam (Including two patient care reports).

**COVID Adaptations**

We are in unprecedented times, trying to train EMS providers to combat the COVID situation. But EMS providers adapt and overcome. By providing all lectures by Zoom and being mindful of COVID safety precautions, we will train you to become a part of the EMS community.

Our COVID adaptations are constantly being evaluated and adapted based on current CDC standards. We are guests in our hospital rotations. We will abide by all our COVID restrictions requested by our EMS partners.

One of these requests was our students had received their COVID vaccinations. All KCEMS EMS students have received their COVID unless documented medical or religious reasons. All students will wear masks per current CDC guidelines and the



current requests of our EMS partners.

Students should also wear gloves when touching any training equipment..

If you are feeling ill, IN ANY WAY: have a fever or febrile symptoms, have a cough, body aches, shortness of breath, sudden loss of taste or smell, fatigue, or nausea – DON'T COME TO CLASS!!! Call or text Joe immediately to declare/discuss your needed absence.

If you have medical and safety concerns to share with me or need special arrangements if the building must be evacuated, please make an appointment with me as-soon-as-possible.

### **Attendance:**

Skill labs will be presented live. Students are required to attend all instruction. If the student is ill or has a personal emergency on the day of class, they should contact the lead instructor and the course lecturer to explain the absence or tardiness. If a student misses a class, it is their responsibility to arrange a make-up session with the lead instructor. A course remediation form must be filled out and discussed with the instructor.

### **Reading Assignments:**

Each student is expected to read the assigned textbook chapters **before** the skill lab. Reading the chapters before the beginning of class will allow the student to participate more fully in class discussions and exercises.

### **Chapter Quizzes:**

A quiz will be given on each chapter the student is assigned. The examination must be completed online through the Navigate program that each student received with their textbooks.

#### Instructions:

1. Each student is expected to complete the quiz.
2. **Quizzes are open from the first day of the course and close on Sunday after the lab occurs.**
3. If a student misses a quiz, the quiz will not be reopened. A failing score will be entered.
4. A passing grade for each quiz is **80%**.
5. **Students have two (2) attempts (original + Redo) to pass these tests.**
6. The **highest attempt** is the score that counts for grading.
7. If students fail a quiz, they must retake it online **after a 1-hour remediation period, if time allows.**
8. **A quiz average of 80% must be maintained for the student to be allowed to take the National Registry.**
9. The continual failure of quizzes will be cause for student counseling and possible dismissal from the course if the average dips below 80%.



**E-book:**

An "e-workbook" is included with the Preferred Navigate program. We highly encourage each student to take advantage of this tool to reinforce reading and lecture concepts.

**Skill Sheets:**

Each student must master the necessary set of skills required of an EMT. The Skill Sheets supplied to each student act as a study guide and proof that the student mastered the skill. Skills evaluations will be scheduled throughout the course. The student's responsibility is to make sure that they are prepared for these evaluations by practicing outside of class time. Skills practice can be arranged through the Senior EMS Instructor or the course director. The classroom can be made available for group practice by prior arrangement.

Instructions:

1. Locate the skill sheet within J.B. learning/Navigate. Print each skill sheet.
2. Put skill sheets within a binder that you cannot lose and bring to each Friday lab.
3. At Friday lab, you will have your passing skill sheets signed off by an ESE evaluator. Keep your signed-off skill sheets.
4. All Skill sheets **MUST** be completed to complete the course.
5. **As you complete the skill sheet, upload it into the JB skill sheet assignment.**
6. **All skill sheets must be completed and uploaded to sit for the final exam.**

**Patient Care Reports (PCR):**

Each student is required to complete ten patient care reports. Your instructors will go through how to write a PCR in SOAP format. The Lead Instructor and the Program Coordinator will determine the acceptance of each patient care report.

Instructions:

1. Go to the PCR section in J.B. learning. Download the PCR form and print out 10.
2. Bring your PCR forms to your hospital and field rotations.
3. The goal of the ten PCRs is to fill out ALL of them from your patient encounters on your field and hospital rotations.
4. Out of the ten reports, you should attempt to get: 5 from your field rotation and three from your hospital rotation. This would leave you two PCRS to do from your Friday scenarios if necessary.
5. Number your PCR for which you are submitting credit.
6. As you finish your rotations, complete a PCR and upload the PCR to J.B. learning for grading.
7. The Lead Instructor and the Program Director will determine the acceptance of each patient care report.
8. **All PCRs must be completed and uploaded to sit for the final exam.**



### Field Rotation:

Each student to receive their initial EMT certification will be required to complete an (10) hour field rotation.

#### Instructions:

1. **Since you are affiliated with an EMS agency, you will arrange your ride-along directly with Olympic Ambulance, or your sponsoring agency.**
2. **During this 10-hour ride-along, students must wear appropriate course attire, as noted below.**
3. At your rotation, try to fill out five of your required PCRs based upon your patient contacts, as noted above.
4. The student will document the patient contact on the *Field Evaluation / Report Form*. The supervising preceptor must sign these forms on the call.
5. **To complete this assignment**, students should participate in or observe the following:
  - a. Patient history.
  - b. Patient examination and vital signs.
  - c. Patient treatment.
  - d. Patient transport (from out of hospital).
  - e. Patient turnover to receiving facility (from out of hospital).
  - f. The student may document the BLS portions of calls treated and transported by ALS crews. If the pre-hospital contact results in "no transport," the student is expected to complete the patient care report up to the time of patient release or turn it over to another crew. The student should document the patient disposition to explain the patient's discharge.

### Attire for Field Rotation:

When participating in hospital or field rotations, students should wear the following attire:

- Dark slacks of sturdy material. These will **not** be denim. Example: Dickies.Carhart.
- **The issued class shirt.** You may not wear your Central Kitsap duty shirt.
- Clean work shoes. Shoes must be closed-toe and heel. The shoes should be appropriate for light industrial work.
- Students need to be fitted for N-95s and bring them to their rotation.
- Hair needs to be neat, and long hair needs to be up in a ponytail or similar.
- Students will have no visible jewelry except a ring and a watch.



## **DOH Required Courses on Vector Solutions**

### **Travis Law**

Some courses are too large and long to fit onto the J.B. learning platform. You will see days allocated for you to complete these classes in your schedule. However, several, while long, can be done in advance of the course as a way to get your feet wet.

You will receive a log-in account for Vector Solutions. This is where you will do each of these assignments. Upon completion of each of these, there is a completion certificate at the end of the assignment. This certificate must be uploaded into J.B. Learning to complete the module.

Each student will be required to complete an outside Travis course and Supraglottic Airway Endorsement course.

**Travis Law-** Documentation or dates of the completion of this course will be required on your initial DOH EMT certification paperwork.

#### Instructions:

1. You received a log-in for Target/Vector Solutions. Log in and finish your making your account. If you get picked up with a Kitsap Agency, you will need this for all your EMT training.
2. Complete the module. This course is open at the beginning of class and ends at the Special population's chapter.
3. At the end of the module is a completion certificate. **FILL OUT THE CERTIFICATE.**
4. Upload your certificate into J.B. learning for grading and notation of completion before the date noted on your class calendar.
5. **Keep your certificate for notation of dates on your DOH certificate.**

### **Supraglottic Airway Endorsement**

Each student will receive a supraglottic airway endorsement from your medical program director at the end of the course. This is specialized training within your EMT course.

#### Instructions:

1. You received a log-in for Target/Vector Solutions. Log in and finish your making your account. If you get picked up with a Kitsap Agency, you will need this for all your EMT training.
2. At the end of the module is a completion certificate. **FILL OUT THE CERTIFICATE.**
3. Upload your certificate into J.B. Learning for grading and notation of completion before the Supraglottic Practical Lab.
4. Keep your certificate for notation of dates on your DOH certificate.



### **Infectious Disease**

Documentation or dates of the completion of this course will be required on your **initial DOH EMT certification paperwork.**

#### Instructions:

1. You received a log-in for Target/Vector Solutions. Log in and finish your making your account. If you get picked up with a Kitsap Agency, you will need this for all your EMT training.
2. Complete the module. This course is open at the beginning of class and ends at the infectious disease chapter.
3. At the end of the module is a completion certificate. **FILL OUT THE CERTIFICATE.**
4. Upload your certificate into J.B. learning for grading and notation of completion before the date noted on your class calendar.
5. **Keep your certificate for notation of dates on your DOH certificate.**

### **Final Didactic Exam:**

A comprehensive randomized question test of all material covered in the course will be given before the final Comprehensive practical exam. Students are encouraged to use the "Navigate Test Prep" practice exams throughout the course to help in their preparation for these and the National Registry Exams.

The goal of these final exams is to get students ready for the National Registry Exam.

#### Instructions:

1. Go to the highlighted FINAL JBlearning module section.
2. Within the module section, there are two final exams.
3. A passing score of **75%** is required for these tests.
4. **Final exams open from Nov. 1- December 15th**
5. Students have **unlimited attempts** to pass these tests.
6. Each student will be expected to successfully pass **two** consecutive final exams before the day of the Comprehensive Final Practical Exam.

### **Comprehensive Final Practical Exam:**

A comprehensive final exam is given at the end of the course. This is a "scenario-based" test of the student's ability to perform as an EMT team leader. Each student will be put in a team of 2 students. This team will rotate through 4 different medical and Trauma scenarios. Each student will take a turn being the team leader. It is the team leader who is primarily tested during the scenario. A pass/fail will be given to the team leader based on acceptable standards of practice. If a student fails a scenario, they will have a second opportunity on "test day" to pass. If a second failure is incurred on "test day," the student must arrange with the lead instructor for remedial training and a third attempt. If the student fails the third attempt, the student must retake the course.

Each student must pass the Comprehensive Final Practical Exam to pass the



course and take the National Registry Exam. Each student will be required to complete a patient care report on each practical test subject.

**Personal Conduct and Appearance:**

A professional appearance and attitude are expected of all students during class and participating in field and clinical experiences. Sexually provocative dress is discouraged. If any class instructor feels the student is acting unsafe, unprofessional, immaturely or has inadequate personal hygiene, the student will be counseled. If appropriate action is not taken, the student will be administratively withdrawn from the course.

Pagers, radios, and cellular phones will be turned off or set to "silent alert" during class. Talking on cell phones or texting during class or any clinical experience will be a reason for the student to be expelled from the class for the day. Any such expulsion will require the student to get permission to return to class by the lead instructor. Students may not record video or audio of any part of the class without the instructor's explicit consent at the beginning of EACH INDIVIDUAL CLASS SESSION. Video or audio recording without the expressed permission of the instructor will result in the student being expelled from class.

THERE WILL BE NO TOBACCO USE ON THE GROUNDS OF ANY LECTURE OR LAB LOCATION.

**Childcare:**

It is the responsibility of the student to arrange childcare in order for the student to be present at every class session. There is no facility on-site at CKFR Station 41 or any practical lab locations for childcare. We understand that issues do arise. Please get in touch with the lead instructor and lab instructor as soon as possible if you will be tardy, absent, or must leave early from class. If issues chronically arise, a counseling session will be made with the student, and further class participation may be terminated. AT NO TIME WILL CHILDREN BE ALLOWED TO ATTEND CLASS WITH A STUDENT!

**Touching:**

Due to the nature of this class, students will be required to touch classmates during lab portions of the course. Any report of inappropriate touching or sexual comments will be investigated and may result in immediate dismissal of the offending student or faculty. The matter will be referred to the appropriate authority.

**Harassment:**

Harassment is defined as: "to create an unpleasant or hostile situation by uninvited and unwelcome verbal or physical conduct." Any harassment should be reported to the instructor or the Kitsap County EMS office immediately. Harassment will not be tolerated. The person(s) found guilty of harassment will be dismissed from the KCEMS EMT program.





**Classroom Facilities and Equipment:**

It is the responsibility of every student/group to help maintain the areas where the class is being held. This includes all the "break-out" rooms used for lab days and the classroom itself, and common areas. A cleaning matrix chart will assign students/groups clean-up duties by a cleaning matrix chart. Students are expected to dispose of all rubbish in the appropriate garbage cans, including gum.

Food and drink will be allowed in the class with the permission of the class instructor or lecturer. Any instructor may withdraw this privilege at any time.

The class is also responsible for the maintenance and care of the medical equipment used in the class. If the equipment is not in good working order, the equipment should be given to the instructor for repair or replacement. All equipment must be cleaned and returned to storage after each class.

**Academic Dishonesty:**

If an instructor suspects any form of academic dishonesty, the student may be asked to involuntarily withdraw from the class.

**Note on Washington State Certification:**

After this course, the student will be given a "Certificate of Course Completion". The course qualifies you to take the National Registry Exam for EMT. Washington State EMT certification is only granted, and a card is issued when you have gained volunteer or paid status with an agency that provides EMS. The student and their sponsoring agency must fill out Washington State DOH application paperwork. The student must typically pass a county "protocol test" and have the authorizing signature of the EMS agency supervisor and the County Medical Program Director before a certification card is issued.

**National Registry:**

Once the student has successfully passed the "End of Course, Practical Exam," they will be eligible to take the National Registry EMT exam.

Instructions:

1. The student must sign up for the test online at [nremt.org](http://nremt.org).
2. An instruction sheet on how to sign up online will be given to each student before the end of class.
3. The cost of the test is approximately \$95. This cost is to be paid by the student and must be paid before the test is scheduled. If this is a hardship, don't hesitate to contact the office, which can provide information to get a DOH-sponsored voucher to take the National.
4. The student must schedule and take the National Registry Exam within eight



weeks of the end of class. It is preferred that the student takes the test as soon as possible after the last day of class.

**Criminal Background Check:**

All students must pass a Multistate criminal background check before beginning any clinical or field rotation. Forms for the criminal background check will be filled out with your course application. Central Kitsap performs these criminal background checks.

**Required Reading**

Week 1			
Day of Week	Class	Chapters	Due
<b>Wednesday</b>	<b>Open Nov. 1</b>		
	Infection Control, Travis Act,		Open in Vector Due: December 15th
<b>Mon-Thursday</b>	<b>Nov. 1- Nov 10th</b>		
JB Learning At your own pace	EMS Systems,	Chapter 1	Chapter Quizzes: 1, 2,3,8,11  <b>Closes:</b> Nov. 13 <sup>th</sup> .
	Workforce Safety	Chapter 2	
	Medical, Legal Ethical Issues	Chapter 3	
	Lifting and Moving Patients	Chapter 8	
	Airway	Chapter 11	
	Supraglottic Airway	Vector Solutions	
<b>Friday</b>	<b>Skill Lab: Nov. 11<sup>th</sup></b>		
0900-1700	BVM Ventilation of an ApneicAdult Patient		
	Oxygen Admin. by Non-Rebreather Mask		
	Supraglottic Airway Device Endorsement		Make sure your SGA module is uploaded into JBLearning before the lab.
	Cardiac Arrest Management /AED		
Week 2			
Day of Week	Class	Chapters	DUE
<b>Mon-Thursday</b>	<b>Nov. 1- Nov.17<sup>th</sup></b>		
JB Learning	Communication / Documentation	Chapter 4	

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**Student EMT Bridge Course Syllabus**



At your own pace	Patient Assessment	Chapter 10	Chapter Quizzes: 4,10,16,17
	Respiratory Emergencies	Chapter 16	
	Cardiovascular Emergencies	Chapter 17	<b>Closed:</b> Nov. 20 <sup>th</sup>
	EMS Pharmacology	Dr. Hoffman	
<b>Friday</b>	<b>Skill Lab: Nov. 18th</b>		
0900-1700	Patient Assessment /Management-Trauma		Ride along Rotations. Are you signed up?
	Lunch		
	Patient Assessment / Mgmt.-Medical-EMR/EMT		
	<b>THE FINAL DIADIACTIC EXAM IS NOW OPEN UNTIL THE 19<sup>TH</sup>!</b>		
<b>Week 3</b>			
<b>Day of Week</b>	<b>Class</b>	<b>Chapters</b>	<b>DUE</b>
<b>Monday-Thursday</b>	<b>Nov.1- Dec. 1<sup>st</sup></b>		
JB Learning At your own pace	Endocrine / Hematological Emergencies	Chapter 20	Chapter Quizzes: 20,21,22,24,33,24  Closes: Dec. 4th
	Allergy and Anaphylaxis	Chapter 21	
	Toxicology	Chapter 22	
	Behavioral Emergencies	Chapter 24	
	Environmental Emergencies	Chapter 33	
	Obstetrics/Gynecology	Chapter 34	
<b>Friday</b>	<b>Skill Lab: Dec. 2</b>		
0900-1700	Naloxone (Narcan) Administration Intranasal (IN)		Time for Lab, 3 Ride along slots, and 2 Hospital Rotations. Are you signed up?
	Epinephrine Auto-Injector		
	OB/Pediatric Skills		
<b>Week 4</b>			
<b>Day of Week</b>	<b>Class</b>	<b>Chapters</b>	<b>DUE</b>
<b>Monday-Thursday</b>	<b>Nov. 1- Dec. 8<sup>th</sup></b>		
JB Learning At your own pace	Bleeding	Chapter 26	Chapter Quizzes: 26,27,28,29  Closed: Dec. 11 <sup>th</sup>
	Soft Tissue Injuries	Chapter 27	
	Face and Neck Injuries	Chapter 28	
	Head and Spine Injuries	Chapter 29	
	Chest Injuries	Chapter 30	

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	Abdominal / Genitourinary Injuries	Chapter 31	
	Transport Operations	Chapter 38	
	Vehicle Extrication	Chapter 39	
<b>Friday</b>	<b>Skill Lab: Dec. 9<sup>th</sup></b>		
0900-1700	Bleeding Control / Shock Management		Have you turned in your PCRs, Ride along, and started your Finals?
	Long Bone Immobilization		
	Joint Immobilization		
	Spinal Immobilization (Supine Patient)		
	Spinal Immobilization (Seated Patient)		
	<b>Week 5</b>		
<b>Day of Week</b>	<b>Class</b>	<b>Chapters</b>	<b>DUE</b>
<b>Monday-Thursday</b>	<b>Nov. 1- Dec. 15<sup>th</sup></b>		
	Ridealongs		Turn in all final paperwork. Make sure your Vector Solutions paperwork is uploaded to JB learning or turned into the office.
	Final Diadiactic Exam		
In JB learning	Fill out National Registry Application		
<b>Friday</b>	<b>Dec. 16<sup>th</sup></b>		
0900-1700	Comprehensive Final Medical And Trauma		PAPERWORK FINAL DEADLINE! HOSPITAL & FIELD ROTATIONS, VITAL LOG, PCRS MUST BE TURNED NO LATER THAN THIS DATE. THEY MAYBE TURNED IN EARLIER.

**NOTE:** This syllabus is meant to be a guiding plan for this course. Changes to the course may become necessary during the course. These changes may include correction of errors, modifications to exam dates and content, homework due dates and content, chapters assigned, grading rubric, or any other aspect of the course. Such changes will not be made lightly and will be made according to the best judgment of the instructor.



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## Receipt of Course Guide

I \_\_\_\_\_ have  
received the 2022 EMT Bridge course guide.

I have read and understood all the  
information presented.

Signed: \_\_\_\_\_

*\*Upload this form into J.B. learning under the Syllabus assignment.*