

VALLEY ROP COURSE OUTLINE

COURSE TITLE:	First Aid & Safety	
VALLEY ROP #:	HSM-4298-FstAid	
CDE #:	1952	
CBEDS TITLE:	Other Health Science & Medical Terminology	
CBEDS #:	4298	
CTE SECTOR:	Health Science & Medical Technology	
CTE PATHWAY:	Support Services	
JOB TITLES:	Nursing Aides, Orderlies and Attendants	31-1012.00
	Ambulance Drivers and Attendants, (Except Emergency Medical Technicians)	53-3011.00

COURSE DESCRIPTION:

The First Aid and Safety class certifies students in American Red Cross Responding to Emergency First Aid and Safety. Upon completion of the course, students will be certified in adult, infant, and child CPR and First Aid and Safety. Students learn how to triage by participating in a mock disaster drill, and teach appropriate CPR and First Aide skills to students in 5th, 4th and 2nd grade at Madison School. Numerous written assignments are also given, they include but are not limited to a research paper utilizing APA documentation style and two interviews. Certification in American Red Cross CPR and First Aid meets the requirements for various types of employment in health care and other job settings.

DATE APPROVED:	August 1999
REVISED DATE:	January 30, 2006; December 2008; May 2009 /Nov 2009
HOURS:	90 (spring semester)
CREDITS:	5
PREREQUISITES:	None
GRADE LEVEL:	11-12
ARTICULATION(S):	2+2+2 articulated with Fresno City College
TEXTBOOKS:	<u>American Red Cross: Responding to Emergencies,</u> Mosby Lifeline, 2005, Fourth Edition

COURSE COMPETENCIES:

Upon completion of this course, the student will:

1. Learn the most important actions to take in an emergency by explaining the three C's, check, call, care.
2. Learn how to check the scene and respond if the accident scene is unsafe, what are considered life threatening injuries, list important questions to ask the victim, and the necessary statement you must give before rendering care.
3. Learn the five body cavities by identifying them and the eight body systems and their functions.
4. Learn how to check for life threatening conditions by identifying the four life threatening conditions and five items to look for when checking the victim.
5. Learn the process of breathing by listing and explaining the signs and symptoms of respiratory distress; and by explaining and demonstrating the purpose of rescue breathing, the causes of choking in adult, children, and infants.
6. Learn how to care for a person suffering from a heart attack by listing the signs and symptoms of a heart attack and proper care.
7. Learn CPR, rescue breathing, conscious and unconscious choking for adults, children and infants by demonstrating the various techniques accurately.
8. Learn the major functions of the blood; demonstrate how to control bleeding, how to minimize the risk of shock, and the prevention of disease transmission..
9. Learn the signs and symptoms of shock, how shock results, and the prevention and treatment.
10. Learn the various types of soft tissue wounds and burns and the appropriate care of each.
11. Learn the common signs and symptoms of musculoskeletal injuries by describing and demonstrating how to care for them.
12. Learn the care of injuries to the shoulder, upper arm, elbow, forearm, wrist, hand, femur, tibia, and fibula by demonstrating proper splinting techniques.
13. Learn the most common causes of head, neck and back injuries by stating the signs and symptoms of these injuries and how to effectively minimize movement of the victim's head and spine by demonstrating proper turning techniques and in-line stabilization.
14. Learn why injuries to the chest, abdomen, and pelvis can be fatal also list the steps of care for these injuries; describing what is a sucking chest wound and explaining how to care for the different types of injuries.
15. Learn the signs and symptoms for specific sudden illnesses by stating them and describing how to provide care for diabetic emergencies, seizures, strokes, and fainting.
16. Learn management of an accidental or intentional poisoning by listing four ways poison can enter the body, describing the role of poison control, how to care for the victim of ingested, inhaled, and absorbed poisons.
17. Learn the signs and symptoms that indicate substance abuse by identifying them; what are the six main categories of drugs by identifying them, and state how to provide care for someone who is misusing or abusing a substance who is in an emergency situation.
18. Learn the health related conditions that result from overexposure to heat and cold and how to care for hypothermia, frostbite, and heat related illnesses.
19. Learn by identifying two methods to support or stabilize a victim's head and neck in the water, and list situations which require moving a victim.
20. Learn by describing four options to consider if getting help is delayed; how to protect a victim for heat and cold, and how to get help in a delayed situation.
21. Learn how to prevent accidents by listing strategies for the prevention of injuries in a car and at home; also how to reduce health risks caused by smoking, drinking, and eating a high fat diet.
22. Learn how to provide care in a multi-casualty incident by demonstrating and explaining triage.

INSTRUCTIONAL METHODS:

1. Lecture
2. Cooperative Learning Groups
3. Multi-media aids
4. Guest Speakers
5. Job Shadowing
6. Modeling
7. Demonstrations

EVALUATION METHODS:

Assessment opportunities, which allow continuous evaluation of students' progress, will be embedded throughout the course and should be a learning experience. All students will be expected to achieve mastery of all topics; often, demonstrations of mastery will occur in a public forum. The following strategies, which include both formal and informal assessment techniques will include, but are not limited to:

1. Chapter test (t/f, multiple choice, fill-in)
2. Skill demonstrations (demonstrate bandaging of various types of injuries and turning victims).
3. Final Exam (first semester only, multiple choice and t/f)
4. Oral presentations (individually and in a group)
5. Class participation (complete all required bandaging techniques for various types of injuries)
6. American Red Cross Exams in CPR and First Aid (must pass at 80% accuracy to be certified)
7. Mock Disaster Drill (video taped, trained observers make comments and assessments of group and individual performance)

COURSE OUTLINE:

Unit of Instruction	Estimated Hours
Introduction	1
<ul style="list-style-type: none">• Help can't wait• Taking action	
Assessment	1
<ul style="list-style-type: none">• Body systems• Checking the victim	
Life Threatening Emergencies	70
<ul style="list-style-type: none">• Breathing emergencies• Cardiac emergencies• Bleeding emergencies• Shock• Injuries• Soft tissue injuries• Musculoskeletal injuries• Injuries of the extremities• Injuries of the head, neck, and back• Injuries of the chest, abdomen, and pelvis	
Medical Emergencies	6
<ul style="list-style-type: none">• Sudden illnesses• Poisonings• Bites and Stings• Substance misuse and abuse• Heat and cold exposure	
Special Situations	1
<ul style="list-style-type: none">• Reaching and moving victims• When help is delayed	
Healthy Lifestyles	1
<ul style="list-style-type: none">• A safer and healthier life	
Disaster Preparedness*	2
<ul style="list-style-type: none">• Triage techniques	
*or other relative activity	
Career Preparation	8
Total	90
	Total Hours

CAREER PREPARATION STANDARDS

- A. PERSONAL SKILLS - Students will understand how personal skill development affects their employability. This skill includes positive attitudes, self-confidence, honesty, responsibility, initiative, self-discipline, personal hygiene, time management, and the capacity for lifelong learning.
1. Demonstrate an understanding of classroom policies and procedures.
 2. Discuss importance of the following personal skills in the business environment:
 - a. positive attitude
 - b. self-confidence
 - c. honesty
 - d. perseverance
 - e. self-management/work ethic
 - f. pride in product/work
 - g. dependability
 3. Identify acceptable work attire.
 4. Establish goals for self-improvement and further education/training.
 5. Prioritize tasks and meet deadlines.
 6. Understand the importance of initiative and leadership.
 7. Understand the importance of lifelong learning in a world of constantly changing technology.
- B. INTERPERSONAL SKILLS - Students will understand key concepts on group dynamics, conflict resolution, and negotiation. This skill includes the ability to work cooperatively, accept supervision, assume leadership roles, and show respect for others. This standard includes an understanding of sexual harassment laws and an appreciation of cultural diversity in the workplace.
1. Identify and discuss behaviors of an effective team.
 2. Explain the central importance of mutual respect in the workplace relations.
 3. Discuss and demonstrate strategies for conflict resolution and negotiation, and explain their importance within the business environment.
 4. Understand laws that apply to sexual harassment in the workplace, and identify tactics for handling harassment situations.
 5. Work cooperatively, share responsibilities, accept supervision and assume leadership roles.
 6. Demonstrate cooperative working relationships and proper etiquette across gender and cultural groups.
- C. THINKING AND PROBLEM-SOLVING SKILLS - Students will exhibit critical and creative thinking skills, logical reasoning, and problem-solving. These skills include applying basic skills in order to calculate, estimate, measure; identify, locate, and organize information/data; interpret and follow directions from manuals, labels, and other sources; analyze and evaluate information and solutions.
1. Recognize the importance of good academic skills and implement a plan for self-improvement as needed.
 2. Read, write, and give directions.
 3. Exhibit critical and creative thinking skills and logical reasoning skills, and employ these skills for problem solving.
 - a. Work as a team member in solving problems.
 - b. Diagnose the problem, its urgency, and its causes.
 - c. Identify alternatives and their consequences.
 - d. Explore possible solutions.
 - e. Compare/contrast the advantages and disadvantages of alternatives.
 - f. Determine appropriate action(s).
 - g. Implement action(s).
 - h. Evaluate results of action(s) taken.

- D. **COMMUNICATION SKILLS** - Students will understand principles of effective communication. This standard includes effective oral and written communication, listening skills, following and giving directions, requesting and giving information, asking questions.
1. Use communication concepts in application of skills, techniques, and operations.
 - a. Prepare written material.
 - b. Analyze written material.
 2. Understand and implement written instructions, from technical manuals, written communications, and reference books.
 3. Present a positive image through verbal and nonverbal communication, and understand the power of body language in communication.
 4. Demonstrate active listening through oral and written feedback.
 5. Give and receive feedback.
 6. Demonstrate assertive communications (both oral and written).
 7. Demonstrate proper etiquette in workplace communications, including an awareness of requisites for international communications (languages, customs, time zones, currency and exchange rates).
 8. Demonstrate writing/editing skills as follows:
 - a. Write, proofread, and edit work.
 - b. Use correct grammar, punctuation, capitalization, vocabulary, and spelling.
 - c. Select and use appropriate forms of technology for communication.
 9. Exhibit a proficiency in the use of reference books.
 10. Research, compose, and orally present information for a variety of business situations utilizing appropriate technology.
- E. **OCCUPATIONAL SAFETY** - Students will understand occupational safety issues, including the avoidance of physical hazards in the work environment. This includes the safe operation of equipment, proper handling of hazardous materials, appropriate attire and safety accessories, avoidance of physical injuries, interpretation of warning and hazard signs and terminology, and following and understanding safety-related directions.
1. Discuss and implement good safety practices, including the following (if applicable to course):
 - a. personal
 - b. lab
 - c. fire
 - d. electrical
 - e. equipment
 - f. tools
 - g. interpretation of Material Safety Data Sheets (MSDSs)
 - h. Environmental Protection Agency (EPA)
 - i. Occupational Safety and Health Administration (OSHA)
 - j. American Red Cross Standards (ARC)
 - k. Networking Safety Standards
 2. Apply sound ergonomic principles in organizing one's work space.
- F. **EMPLOYMENT LITERACY** - Students will understand career paths and strategies for obtaining employment within their chosen field. This includes traditional job preparation skills, such as resumes, application forms, cover letters, sources of employment information, and interviewing skills, but also includes an overview of the industry and an understanding of labor market trends.
1. Explore career opportunities and projected trends; investigate required education, training and experience; and develop an individual education plan.
 2. Identify steps for setting goals and writing personal goals and objectives.
 3. Examine aptitudes related to career options; relate personal characteristics and interests to educational and occupational opportunities.
 4. Develop a career portfolio, including the following documents:
 - a. job application

- b. resume(s)
 - c. appropriate cover and follow-up correspondence
5. Identify and demonstrate effective interviewing techniques.
- G. TECHNOLOGY LITERACY - Students will understand and adapt to changing technology by identifying, learning, and applying new skills to improve job performance. Students should understand the role of technology in their chosen field and should be able to use all appropriate technology. Students should also feel confident in their ability to learn new technology by generalizing from what they know, adapting skills to new situations, and identifying and using sources of information and of further learning.
- 1. Demonstrate the ability to use personal computers for loading and retrieving data, information gathering, measurements, and writing.
 - 2. Identify the characteristics and explain the importance of adapting to changes, being flexible, and evaluating goals when working in the industry.
 - 3. Understand the importance of lifelong learning in adapting to changing technology.
- H. IMPORTANCE OF ETHICS – Students will understand proper ethics in the workplace.
- 1. Discuss social and ethical responsibilities in the industry.
 - 2. Demonstrate ethical choices in workplace situations.