Wayne State University  
College of Education

Division: Kinesiology, Health and Sport Studies (KHS)  
Program Area: Lifestyle Fitness Activities (LFA)  
Course #: LFA 2330  
Course Title: First Aid & CPR, Course Reference # 25863  
Section Number: 003  
Term/Year: Winter 2017  
Course Location: All classes to be held in Education Building, Room 169  
Class Days/Times: All Classes on Saturdays from 9:00am-1:00pm – January 21, February 11, March 11, April 15, 2017  
Instructor: Lynne M. Osborne (Adjunct Faculty PTF3)  
Office Address: Available to meet on campus or other location as needed.  
Office Hours: Available by appointment.  
E-mail: ee7976@wayne.edu  
Website: www.kinesiology.wayne.edu

Course Description: Theory and practice. Students can qualify for American Red Cross certificates in CPR/AED for Adults and Pediatrics and First Aid (certificates will be valid for 2 years from final exam date)

Course Outcomes: At the completion of this course, the student should be able to:
1. Explain how the EMS system works and the citizen or lay responder’s role in the EMS system.
2. Explain what happens in the body if one or more body systems fail to function properly.
3. Identify and care for choking and other breathing emergencies.
4. Identify the major risk factors for cardiovascular disease, and injury, and describe how to control them.
5. Recognize the signals of a possible heart attack, and describe how to care for someone who is experiencing persistent chest pain.
6. Identify the signals of cardiac arrest, and demonstrated how to provide cardiopulmonary resuscitation (CPR) until advanced emergency medical care arrives.
7. Identify life threatening bleeding, and describe how to control bleeding.
8. Identify the signals of shock, and describe how to minimize the effects of shock.
9. Identify the signals of various soft tissue and musculoskeletal injuries, and demonstrate how to care for the injuries.

10. Identify the signals of medical emergencies, including poisoning and heat and cold emergencies; and describe both general and specific care for medical emergencies.

11. Describe when and how to move a victim in an emergency.

12. Identify and recognize basic anatomy and physiology of the human body as it pertains to injuries.

13. Identify ways one may be able to prevent injuries from occurring in and around the home as well as at work or on the road.

14. Identify possible ways to escape from a potentially life-threatening situation, i.e. house fire, hotel fire, etc.

15. Identify and describe how to modify emergency care in delayed situations.

**Required Text:** American Red Cross First Aid - Responding To Emergencies, Comprehensive First Aid (Stock # 656138). The book may be purchased from the WSU bookstore or at www.redcross.org. You may also purchase it using ISBN: 978-1-58480-554-0 at on-line booksellers. Be sure to purchase the current version of this book – older ones are inaccurate and you will not be successful on course assignments with the incorrect textbook. The correct version was released in 2012.

**Bring your Textbook to all class sessions, including the first mandatory class session.**

**Additional References/Items:** Student CPR Kits and Bandage Training kits (available in the bookstore). You will need 2 student CPR kits (bring 1 to class on Feb. 11 and 1 to class on March 11). You will need 1 Bandage Training kit – bring that to class on March 11.

**Course Assignments:** See last page of Syllabus for specific assignments and due dates. In general, class activities will include:

- You will enroll in and complete an American Red Cross on-line CPR and First Aid course as a major part of this class. It will present key points and course content and interactive scenarios. Enrollment information and assistance will be provided in the instructions for Assignment 3 and at class session # 1. This can be a difficult program to enroll and work through successfully, so it is imperative that you attend class session #1 to learn how to do this and to have an opportunity to enroll that day in order to ensure that you are enrolled correctly. Completing this on-line course is almost 1/5th of your final grade. I will request that you bring a personal laptop (tablets do not work) to the first class session if you can, or you will use the Instructor’s computer.

- On-line submission of all textbook content assignments which are available in Blackboard at the beginning of the semester; due dates appear on the last two pages of this syllabus. You will complete and submit content assignments using knowledge gained from the on-line course and the textbook and in class sessions. **These assignments MUST be submitted through Blackboard – assignments will not be accepted by email to the instructor.**

- 4 Class sessions – Dates listed above. These sessions are imperative. You will learn and practice skills and you will be tested on these skills for points (as well as Red Cross certification) at each session. Missing some or all of any class session results in lost opportunity for points as well as certification, and there is **no opportunity for make-up** given the short amount of classroom time available. In short, if you miss any of the class sessions, you will not receive CPR/FA certification.

- Final written exam – held on the 4th class session – April 15, 2017
Class Policies:
1. This is a **skill based class** and you are expected to arrive on time and remain the entire time for all class sessions. We have scheduled the minimum possible classroom time that is required to complete the skill practice and testing for course certification, since students who enroll in an on-line course primarily expect to do most course work at their own pace and schedule. As a result, every minute of class time is important and precious. Tardiness is not acceptable, and there is **no opportunity** for making up missed classes or material. Come prepared and dressed appropriately to work on mats on the floor and to perform physical skills on manikins and on other students. Note that skill practice includes bending over to work on manikins, so low cut shirts and low-rise pants often end up revealing more than one might expect and more than others would prefer to see.

2. If you are absent for the final exam, make-up will be given **ONLY** in the event of your (student) medical emergency. A doctor’s note will be required and you must contact the Instructor within 24 hours of the missed Final to schedule a make-up exam in order to ensure it is completed in time for final grades. Absence from the exam without a doctor’s note or without contacting the instructor within 24 hours will result in receiving zero points on the final exam.

3. This class is fast paced and we move through topics quickly. Since much of the work occurs on-line, you are responsible for paying close attention to the class and assignment schedule (last 2 pages of this Syllabus) and turning assignments in on time. You will find all assignments under the Assignments and Documents tab in Blackboard. Work is submitted through Blackboard and will **not** be accepted by email. It is important that you stay on schedule with the materials so you can best learn the concepts. Running behind will impact your ability to successfully achieve the objectives of this course. Assignments submitted after the due date will **not** receive full credit. While most assignments can be submitted up to 6 days late, any assignments that will not be accepted late are indicated as such on the last two pages of this syllabus. Late assignment grades will be reduced based on the following schedule.
   - 10 minutes to 2 days late = 10% grade reduction
   - 3 to 4 days late = 20% grade reduction
   - 5 to 6 days late = 30% grade reduction
   - Assignments **not accepted after 6th day late**

All assignments are due by 12:00am (Midnight) EST of the date indicated on the last page of this Syllabus.

4. **Red Cross Certification**: Students must successfully complete the Red Cross on-line course content and exam and demonstrate competence in the practical skills to be eligible for certification. They must also pass the final exam with 80% or better on all sections of the exam for certification. The First Aid certification is valid for two (2) years and the CPR/AED certification is valid for two (2) years.

5. If you wish to be **recertified** in CPR or First Aid within 24 months of the completion of this course, please contact:
   
   Mariane Fahlman, Ph.D., Coordinator of Health Education
   Wayne State University
   5101 John C. Lodge, Matthaei 262
   Detroit, MI 48202
   E-mail: m.fahlman@wayne.edu
**Plagiarism:**
The College of Education has a “zero tolerance” approach to plagiarism and other forms of academic dishonesty. Plagiarism includes copying material (any more than 5 consecutive words) from outside texts or presenting outside information as if it were your own by not crediting authors through citations. It can be deliberate or unintended. Specific examples of academic dishonesty, including what constitutes plagiarism, can be found in the University’s Undergraduate Bulletin (http://bulletins.wayne.edu/ubk-output/index.html) and Graduate Catalog (http://www.bulletins.wayne.edu/gbk-output/index.html) under the heading “Student Ethics.” These university policies are also included as a link on Blackboard within each course in which students are enrolled. It is every student’s responsibility to read these documents to be aware which actions are defined as plagiarism and academic dishonesty. Sanctions could include failure in the course involved, probation and expulsion, so students are advised to think carefully and thoroughly, ask for help from instructors if it is needed, and make smart decisions about their academic work.

**Specific Academic Dishonesty/Plagiarism Policy for all Health Classes:**
This policy pertains only to those instances where the instructor is reasonably certain that plagiarism has occurred. Instructors will discuss the policy and his/her specific referencing requirements for their class, however, it’s the students’ responsibility to understand and comply with this policy. Additional responsibilities of the student are contained in the paragraph above.
* All materials (tests, assignments, etc.) submitted to Blackboard will be submitted through Safe Assign and students will be able to view the report.
* Instructors will review the Safe Assign reports prior to grading the assignment.
* If an instructor determines that plagiarism has occurred, the assignment will not be graded and the following policies will be in effect.
  o 1st Offense – The student must re-do the assignment until the instructor deems it satisfactory. A grade of “F” will be given on that assignment and the final grade will drop 1 complete letter. This policy will be in effect even if the grade drop moves the student to a non-passing grade.
  o 2nd Offense – A grade of “F” will be assigned in the class.

**Class Schedule:** See last 2 pages of Syllabus for detailed week by week assignment information, due dates and class session information

**Grading System:** See last 2 pages of Syllabus for point value of each Assignment.

**Undergraduate Grades: Point Scale (points to letter grade)**
The Blackboard grade book keeps track of the number of points a student has received. Use the information below to calculate your letter grade based on your points in the grade book.

<table>
<thead>
<tr>
<th>Points Range</th>
<th>Percentage Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>503-540</td>
<td>(93-100%)</td>
<td>A</td>
</tr>
<tr>
<td>486-502</td>
<td>(90-92.99%)</td>
<td>A-</td>
</tr>
<tr>
<td>476-485</td>
<td>(88-89.99%)</td>
<td>B+</td>
</tr>
<tr>
<td>449-475</td>
<td>(83-87.99%)</td>
<td>B</td>
</tr>
<tr>
<td>432-448</td>
<td>(80-82.99%)</td>
<td>B-</td>
</tr>
<tr>
<td>422-431</td>
<td>(78-79.99%)</td>
<td>C+</td>
</tr>
<tr>
<td>395-421</td>
<td>(73-77.99%)</td>
<td>C</td>
</tr>
<tr>
<td>378-394</td>
<td>(70-72.99%)</td>
<td>C-</td>
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<table>
<thead>
<tr>
<th>Points</th>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>368-377</td>
<td>D+</td>
<td>68-69.99%</td>
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<tr>
<td>341-367</td>
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<td>324-340</td>
<td>D-</td>
<td>60-62.99%</td>
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<tr>
<td>0 – 323</td>
<td>F</td>
<td>0-59.99%</td>
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**Enrollment/Withdrawal Policy:** Students who withdraw from a course after the end of the 4th week of class will receive a grade of WP, WF, or WN.
- WP will be awarded if the student is passing the course (based on work due to date) at the time the withdrawal is requested
- WF will be awarded if the student is failing the course (based on work due to date) at the time the withdrawal is requested
- WN will be awarded if no materials have been submitted, and so there is no basis for a grade

Students must submit their withdrawal request on-line through Pipeline. The faculty member must approve the withdrawal request before it becomes final, and students should continue to attend class until they receive notification via email that the withdrawal has been approved. Beginning in Fall 2011, the last day to withdraw will be at the end of the 10th full week of classes. The withdrawal date for courses longer or shorter than the full 15-week terms will be adjusted proportionately. **Sunday, March 26, 2017 is the last day to withdraw from classes.**

**Attention students with disabilities:**
If you have a documented disability that requires accommodations, you will need to register with Student Disability Services (SDS) for coordination of your academic accommodations. The Student Disability Services (SDS) office is located at 1600 David Adamany Undergraduate Library in the Student Academic Success Services department. SDS telephone number is 313-577-1851 or 313-202-4216 (video phone). Once you have your accommodations in place, I will be glad to meet with you privately during my office hours to discuss your special needs. Student Disability Services’ mission is to assist the university in creating an accessible community where students with disabilities have an equal opportunity to fully participate in their educational experience at Wayne State University.

Please be aware that a delay in getting SDS accommodation letters for the current semester may hinder the availability or facilitation of those accommodations in a timely manner. Therefore, it is in your best interest to get your accommodation letters as early in the semester as possible.

**Religious Observation Policy:**
Because of the extraordinary variety of religious affiliations represented in the University student body and staff, the Wayne State University calendar makes no provision for religious holidays. It is University policy, however, to respect the faith and religious obligations of the individual. Students who find that their classes or examinations involve conflicts with their religious observances are expected to notify their instructors well in advance so that alternative arrangements as suitable as possible may be worked out.

**Communication:** I use Blackboard and WSU email as my communication tool with you. Check both regularly. You are responsible for all E-mails that I send to you directly, as well as Announcements posted on Blackboard. A message to you only will be sent as an email to your WSU email address; a message to the entire class will be posted as an Announcement and/or sent to WSU email addresses, depending on the urgency. If
you prefer not to use your WSU E-mail address, you should forward your WSU mail to your preferred address. Follow these directions to forward your E-mail to the address you DO use. http://computing.wayne.edu/email/forwarding.php.
<table>
<thead>
<tr>
<th>Week of Jan. 9</th>
<th>No class session this week</th>
<th>N/A</th>
<th>Complete Practice Assignment</th>
<th>Up to 5 extra credit points</th>
<th>Sat. January 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week of Jan. 16</td>
<td>First Mandatory class session. Review Syllabus &amp; Enroll in On-Line Red Cross course, Begin skills practice/testing on required skills</td>
<td>26 points out of 100 possible for skills</td>
<td>Assignment 1 – Syllabus Questions</td>
<td>20 points</td>
<td>Friday, January 20 - assignment will not be accepted late Class on Sat. Jan. 21 - 9am-1pm</td>
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<tr>
<td>Week of January 23</td>
<td>No class session this week</td>
<td>N/A</td>
<td>Assignment 2 – Email confirmation - Email will be sent after class on Jan. 21</td>
<td>5 points</td>
<td>Respond to email by Saturday, Jan. 28</td>
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<tr>
<td>Week of January 30</td>
<td>No class session this week</td>
<td>N/A</td>
<td>Assignment 3 - Enroll in Red Cross on-line course if not completed at class on Jan. 21, Complete all CPR lessons, levels 1, 2 and 3</td>
<td>Assign. 3 - 100 points</td>
<td>Completion certificate must be printed no later than Feb. 4. Send to instructor by email or bring to class on Feb. 11</td>
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<tr>
<td>Week of February 6</td>
<td>Class will focus on Adult and Child CPR, Unconscious Choking and AED skills</td>
<td>39 points out of 100 possible for skills</td>
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<tr>
<td>Week of February 13</td>
<td>No class session this week</td>
<td>N/A</td>
<td>Assignment 4 – Content Questions - Chapters 1-2</td>
<td>25 points</td>
<td>Saturday, Feb. 18</td>
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<td>Week of February 20</td>
<td>No class session this week</td>
<td>N/A</td>
<td>Assignment 5 - Content Questions – Chapters 3-4</td>
<td>21 points</td>
<td>Saturday, Feb. 25</td>
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<tr>
<td>Week of February 27</td>
<td>No class session this week</td>
<td>N/A</td>
<td>Assignment 6 - Content Questions – Chapters 5-6</td>
<td>38 points</td>
<td>Saturday, March 4</td>
</tr>
<tr>
<td>Week of March 6</td>
<td>Class will focus on Infant CPR, Conscious and Unconscious Choking skills, Bleeding control, Splinting skills</td>
<td>85 points out of 100 possible for skills</td>
<td>Assignment 7 - Content Questions - Chapters 7-8</td>
<td>23 points</td>
<td>Saturday, March 11</td>
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<tr>
<td>Week of March 13</td>
<td>No class session this week</td>
<td>N/A</td>
<td>No assignment due this week</td>
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<tr>
<td>Week of March 20</td>
<td>No class session this week</td>
<td>N/A</td>
<td>Assignment 8 – Content Questions – Chapters 9-10</td>
<td>20 points</td>
<td>Saturday, March 25</td>
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<tr>
<td>Week of March 27</td>
<td>No class session this week</td>
<td>N/A</td>
<td>Assignment 9 – Content Questions – Chapters 11-13</td>
<td>30 points</td>
<td>Saturday, April 1</td>
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<td>Week of April 3</td>
<td>No class session this week</td>
<td>N/A</td>
<td>Assignment 10 – Content Questions – Chapters 14-18</td>
<td>43 points</td>
<td>Saturday, April 8</td>
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<tr>
<td>Week of April 10</td>
<td>Final Written Exam</td>
<td></td>
<td>Assignment 11 - Content Questions Chapters 19-23</td>
<td>15 points</td>
<td>Tuesday, April 11</td>
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<td></td>
<td></td>
<td></td>
<td>Review Study Guide (in Blackboard) to prepare for Final Exam</td>
<td></td>
<td>Final Exam/Class on Saturday, April 15</td>
</tr>
</tbody>
</table>

**Total points to be earned in 11 Assignments -** 340 points

**Total points to be earned in classroom work -** 200 points