Course: EMS Safety and Risk Management
Course & Section: FES 3233
Credit Hours: 3
Session: Summer 2017
** On-line
** THERE WILL BE TIMES SCHEDULED FOR ON-LINE MEETINGS.

Instructor: Dr. Jeffrey Lindsey, PhD, PM, CFO, EFO
Office Rinker School of Construction Management
Room 336
Jeffrey.lindsey@ufl.edu
353-273-1199

Bio for Jeffrey Lindsey, Ph.D., PM, EFO, CFO

Dr. Lindsey is an experienced leader, educator, lecturer, author, and consultant in emergency services. He has authored a number of textbooks for Brady Publishing. Dr. Lindsey earned his doctorate and master’s degree in Curriculum and Instruction from USF. He holds a bachelor’s degree in Fire and Safety Engineering from the University of Cincinnati, and an associate in paramedic from Harrisburg Area Community College. He also has earned his Chief Fire Officer designation and completed the Executive Fire Officer program. He was the 2011 recipient of the IAFC EMS section James O. Page EMS award.

Dr. Lindsey has been involved in the emergency services industry since 1980. He has a diverse background with experience as a paramedic, firefighter, 911 dispatcher, and educator. He served in various ranks including fire chief. He is an associate member of the Pre-hospital Research Forum, representative to the Fire and Emergency Services Higher Education EMS degree committee, liaison for the IAFC EMS section to ACEP, and a number of other appointments through his career. He served on the inaugural National EMS Advisory Council and was the safety chairperson of the Council. He has served in the past as a member of the State of Florida EMS Advisory Council, vice –chair of the Florida Fire Chief’s EMS section, NAEMT Governor representing Florida, board member of NAEMSE, and Chairperson of the Strategic Planning committee for the Lee County Fire Chief’s Association.

Office Hours: I am in the office (Rinker 303) Mon – Fri hours vary depending on travel and meetings; however, I am usually available 7am – 2 pm. You can email me any time.

**Course Website: http (Links to an external site.)Links to an external site.:// (Links to an external site.)Links to an external site.Lss (Links to an external site.)Links to an external site.. (Links to an external site.)Links to an external site.at (Links to an external site.)Links to an external site.. (Links to an external site.)
Course Communications: There is a General Discussion tab that can be used, or send me an email through the course email. Urgent messages can be sent to my Jeffrey.lindsey@ufl.edu email.


Additional Resources: Use resources on the course site under the Resource tab

Course Description: This course introduces the student to the risk management principles of an EMS agency. Emphasis on safety from the perspective of the field provider.

Prerequisite Knowledge and Skills: None

Purpose of Course: This course provides the foundations for the safety of personnel. It is one of the six core courses for the FESHE model curriculum in EMS management.

Course Goals and/or Objectives: By the end of this course, students will:

- Identify the risk management components
- Explain the need for effective risk management concepts in an EMS agency
- Articulate the concepts of a safety program
- Recognize the importance of a safety program
- Examine the history and development of risk management
- Evaluate methods of risk management and safety
- Identify roles and responsibilities of leaders in risk management and safety
- Identify and assess safety needs for both emergency and non-emergency situations
- Identify the role of EMS personnel in risk management and safety
- Describe the benefits of risk management and safety programs
- Identify and analyze the major causes involved in line of duty deaths related to health, wellness, fitness and vehicle operations
**How This Course Relates to the Student Learning Outcomes in the FIRe emergency services program:** Illustrate knowledge and legal application of safety, health and environmental regulations at state and federal levels.

**Teaching Philosophy:** I am looking for students to demonstrate a working knowledge of the subject. You need to be creative when you complete your assignments but maintain a professional appearance of your work. Your work needs to be complete and in such a manner that someone can pick up your document and understand what you are trying to convey. And most of all your work needs to be supported with research and cited in properly in APA format.

**Instructional Methods:** The course is designed for individual and group interactivity. It is important to post and respond to discussion questions in the course within the time frame allotted. This provides a learning environment by networking with other students in the course. The assignments are individual base to give you the opportunity to do a variety of activities, in many cases, similar to what you will be doing in role as a leader in the emergency services profession.

Course Policies:

**Attendance Policy:** The course is designed in module format. You should check the site at least once a week. You are required to complete the assignments including discussion questions within the time period designated on the module. There will be meetings set up throughout the course. Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found in the online catalog at: https://catalog.ufl.edu/ugrad/current/ (Links to an external site.)Links to an external site.regulations/info/attendance.aspx.

**Quiz/Exam Policy:** There is a final project for this course. There are no exams or quizzes.

**Make-up Policy:** You must contact me if you are going to be late on any assignment to receive credit.

**Assignment Policy:** All assignments have a due date. Please be sure to check the date and time it is due in each module.

**Course Technology:** Class meetings will require a web camera and mic/audio. If you are not able to use a web camera you will need to at least provide audio/mic, you can call in on a phone also.

**UF's honesty policy**

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code
(http://www.dso.ufl.edu/scr/process/student-conduct-honor-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obliged to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor of this class.

UF Policies:

University Policy on Accommodating Students with Disabilities: Students requesting accommodation for disabilities must first register with the Dean of Students Office (http://www.dso.ufl.edu/dso). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

University Policy on Academic Misconduct: Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at http://www.dso.ufl.edu/dso. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

**Netiquette: Communication Courtesy: All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats. [Describe what is expected and what will occur as a result of improper behavior] http://teach.ufl.edu/docs/NetiquetteGuideforOnlineCourses.pdf (Links to an external site.)Links to an external site.

Getting Help:

For issues with technical difficulties for E-learning in Sakai, please contact the UF Help Desk at:

Learning-support@ufl.edu

(352) 392-HELP - select option 2
** Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

Other resources are available at http://www.distance.ufl.edu/help for:

- Counseling and Wellness resources
- Disability resources
- Resources for handling student concerns and complaints
- Library Help Desk support

Should you have any complaints with your experience in this course please visit http://www.distance.ufl.edu/student-complaints to submit a complaint.

Tentative course schedule:

** Week 1 **
- Introduction – online post
- Read Syllabus and review course content
- Introduction
- Assign Module One – Discussion and Assignment
- Assign Final Project

** Week 2 **
- Safety Program Management
- Developing a Safety Program
- Safety Officer
Week 3
- Module one Discussion and Assignment due
- Assign Module Two discussion and assignment
- Risk Management Process
- Vehicle Driving

Week 4
- Module Two discussion and assignment due
- Assign Module Three discussion and assignment
- Scene Operations

Week 5
- Scene Operations

Week 6
- Scene Operations

Week 7
- Scene Operations

Week 8
- Module Three discussion and assignment due
- Assign Module Four discussion and assignment
- Station Safety

Week 9
- Module Four discussion and assignment due
- Assign Module Five discussion and assignment
- Accident Investigation

Week 10
- Module Five discussion and assignment due
- Assign Module Six discussion and assignment
- Record Keeping

Week 11
- Module Six discussion and assignment due
- Assign Module Seven discussion and assignment
- Wellness of the Responder

Week 12
- Final Project due
- Module Seven discussion and assignment due

Grading Policies:
The grade is based on a point system. You divide the total number of earned points into the total amount of points available to determine your grade. A grading rubric for the final project is under the Resource Tab on the course.

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points or percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grading Discussion Participation – 15 points each discussion</td>
<td>105 points</td>
</tr>
<tr>
<td>Homework Assignments – points each assignment</td>
<td>105 points</td>
</tr>
<tr>
<td>Final Project - comprehensive and applied</td>
<td>100 points</td>
</tr>
<tr>
<td>Total Grade</td>
<td>310 points</td>
</tr>
</tbody>
</table>

Grading Scale

A = 93.0 to 100%  C = 73.0 to 76.9  
A- = 90.0 to 92.9  C- = 70.0 to 72.9  
B+ = 87.0 to 89.9  D+ = 67.0 to 69.9  
B = 83.0 to 86.9  D = 63.0 to 66.9  
B- = 80.0 to 82.9  D- = 60.0 to 62.9  
C+ = 77.0 to 79.9  F = below 60  

See [https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx](https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx) (Links to an external site.) regarding current UF grading policies.

Late Assignments and Discussion Posts

Assignments 48 hours late will receive a 10% deduction in their grade.

Assignments more than 48 hours but less than 30 days late will receive a 20% deduction in their grade.

Assignments more than 30 days late but submitted during the semester will receive a 50% deduction in their grade.

Discussions more than 48 hours late will receive a 25% deduction in their grade.

Discussions more than 48 hours later will receive a 50% deduction in their grade.

Initial posts are due one week before the due date or if there is only a week between due dates, the Thursday before the due date. You must respond to two other students by the due date. Discussions are like being in class, it should be a back and forth discussion. You will lose 1 point per day of being late
with initial post and 1 point per day lost for not responding to other student posts. You need to respond
to any post that is replied to on your post.

Please note that any student who have less than 75% of their work complete for the semester cannot earn an
“I” contract. If you have 75% of the work complete, you can propose an I contract to the instructor.

It is your responsibility to keep your instructor informed at all times. The instructor does have the right
under extenuating circumstances with proper notification to assist the student by extending the above
time requirements.

Evaluation process:

Students are expected to provide feedback on the quality of instruction in this course based on 10
criteria. These evaluations are conducted online at https://evaluations.ufl.edu. Evaluations are typically
open during the last two or three

Weeks of the semester, but students will be given specific times when they are open.

Summary results of these assessments are available to students at
https://evaluations.ufl.edu (Links to an external site.)

The syllabus page shows a table-oriented view of the course schedule, and the basics of course grading.
You can add any other comments, notes, or thoughts you have about the course structure, course
policies or anything else.

To add some comments, click the "Edit" link at the top.

Top of Form

Keyboard Shortcuts HTML Editor Rich Content Editor

Syllabus Description:

Cancel Update Syllabus

Bottom of Form
Course Summary:

<table>
<thead>
<tr>
<th>Date</th>
<th>Details</th>
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<tbody>
<tr>
<td>Mon May 22, 2017</td>
<td>Module One due by 11:59pm</td>
</tr>
<tr>
<td></td>
<td>Module one and Introduction due by 11:59pm</td>
</tr>
<tr>
<td>Mon Jun 5, 2017</td>
<td>Module two due by 11:59pm</td>
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<td>Mon Jun 19, 2017</td>
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<td>Mon Jun 26, 2017</td>
<td>Module four due by 11:59pm</td>
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<td>Mon Jul 10, 2017</td>
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<td>Mon Jul 17, 2017</td>
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<tr>
<td>Mon Jul 31, 2017</td>
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<tr>
<td></td>
<td>Module seven due by 11:59pm</td>
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<tr>
<td></td>
<td>Module seven due by 11:59pm</td>
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