

# Auburn Career Center



Attitude – Respect – Responsibility

## High School Emergency Medical Services

2022-2023 EMS Syllabus

Building Location: Main Building

Room Number: 5C

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## Welcome

### Auburn Career Center's Mission

Auburn Career Center provides an innovative career and technical education that empowers all learners to excel in the emerging workplace and enrich their community.

### Auburn Career Center's Core Values

We believe that:

- People are personally responsible for their choices and actions
- Treating people with dignity and respect will enhance learning
- Attitude and goals drive achievement
- All people can learn
- All people can make positive contributions
- Change is exciting and essential for growth

### Course Information/ Contact Information

Instructor Information: The EMS Instructor can be contacted at the office between 7:30am-8:15am and 2:30pm-3pm.

### Course Schedule

First Year Schedule: 8:15am to 10:53am

Second Year Schedule: 11:00am to 2:28pm

### Course Credits:

This is a Tech Prep Program. Students have the potential of earning Lakeland Community College credit for work completed in the healthcare technologies, while attending Auburn Career Center. Additionally, all of the EMT, Paramedic, and Fire programs in our region offer CTAG credits for coursework done here at Auburn. Articulation details are available upon request.

Students completing the program have the opportunity to earn college credits, as follows:

<b>Lakeland Community College</b>	<b>HLTH 1210 Med Term</b>	<b>2 credits</b>
	<b>HLTH 1220 Adv Med Term</b>	<b>2 credits</b>
<b>Ohio CTAG/CT2 (any college)</b>	<b>EMT-Basic (CTEMTB002)</b>	<b>7 credits</b>

## Course Materials

### **Class Materials & Fees**

(Approximately \$400 - See handbook for details on payment options)

- School-wide Classroom Fee: \$25
- Language of Medicine-Medical Terminology (Approx. \$60 – To be announced)
- Anatomy/Physiology for Prehospital Providers (AAOS) – (New book –Price to Be Announced).
- Dark shoes. May be black walking or tennis shoes (no colors/stripes)- Approx. \$45
- Required – **Navy Blue Auburn EMS Program Polo Shirt (2) - \$57.00-\$65.00**  
**Navy Blue Auburn EMS Program ¼ Zipper Sweatshirt (Cost - \$31-\$37)**
- Optional – Navy Blue Turtleneck or Mock Turtleneck to go under shirt
- Optional – Student may want to purchase personal stethoscope, etc., although items are provided for student use. (see Capt. Blauch for pricing)
- Optional – Reflective EMS jacket \$35.50
- Optional – Knit Cap \$10

**All fees are due by October 31, 2022. Fees will be waived for students who qualify for free and reduced meals. Accounts will be adjusted after the approval of free/reduced meal applications.**

### Program Scope:

**First Year Course(s) Description/Outcomes:** The first year in EMS revolves around the preparation of the beginner student. Topics include anatomy and physiology, medical terminology, basic healthcare fundamentals, CPR/First Aid, and an overview of Homeland Security & Counterterrorism.

### Second Year Course(s) Descriptions/Outcomes:

The second year provides the student with a more focused EMS curriculum, which includes an introduction to HazMat Awareness, NIMS 100/700 certification, Emergency Medical Dispatch, and the Ohio EMT-B curriculum. The final phase of the second year is the State of Ohio's curriculum for Emergency Medical Technician-Basic (EMT-B). This includes clinical rotations at a variety of area fire departments and emergency rooms. The second year of the course will include written, practical, and clinical experiences. The emphasis of this entire two-year course is to prepare the student to take the National Registry EMT-B Practical and Written Exams for certification, while providing them with comprehensive career exploration of the EMS field.

All second year students must have a reliable means of transportation to and from clinical sites. We must make you aware that, even if you participate in and/or complete the Auburn Emergency Medical Services (EMS) program, the Auburn Vocational School District Board of Education ("Board") does not make any determination as to whether you will be permitted to participate in and/or complete the Auburn EMS program and/or practice as an EMT. In addition, background checks, drug testing, performance, and examinations are a requirement of this program to successfully complete.

**See agreement on page 17.**

Throughout the second year, students must MAINTAIN an 80% EMT test average. Failure to do so, will result in the student being placed on academic probation. If a student fails to bring the grade up to an 80% or higher (and keep it up), they will be eliminated from eligibility for the National Registry tests.

In addition to these grade requirements, the student must have met all of the National Registry & State of Ohio requirements. To be eligible to take the National Registry test, the student must be 18 yrs. old, be a high school graduate, have a valid Ohio driver's license, and possess no juvenile or adult felony convictions.

In order to sit for the National Registry test, completers must have "five pillars":

- Achieved an 80% overall EMT Test average over the tests (emstesting.com)
- Completed all clinical experiences and turned in all completed paperwork, as well as workbook completion
- Passed the end-of-year National Registry practical (hands-on exam) in class
- Passed the class final exam with at least a 75% or better (best of 2 tests)
- Not exceeded more than 10 absences during the second year

## First Year Sequence

First Year Level.

### Outline of First Year Course Goals & Topics:

- Explore health and safety careers such as firefighter, EMT/Paramedic, emergency room personnel, and police officer.
- Use medical and diagnostic equipment to perform detailed medical and trauma patient assessments.
- Experience real world clinical environments
- Introduction to the healthcare system
- Safety in Healthcare (Fire, Infection Control, Violence, etc.)
- CareerSafe OSHA Compliance – 10-Hour On-line course
- Bloodborne Pathogens Training / OSHA Compliance
- Personal Protective Equipment – Hazmat Awareness Training
- Stress Management and the Healthcare Worker
- Anatomy & Physiology (16 chapters throughout year)
- Medical Terminology (21 chapters throughout year with opportunities to test out of Lakeland coursework)
- Medical-Legal Issues / Ethical Dilemmas / HIPAA Privacy Laws
- Vitals Signs – Assessment and Interpretation
- CPR/ Automated External Defibrillator / First Aid
- Overview of Homeland Security & Counter-Terrorism
- Introduction and overview of the Fire Service & Basic Fire Science
- Overview of Emergency Management, Disaster Management, and Mass Casualty Incidents
- Overview of Police, SWAT and interaction of EMS and Law personnel
- Human Growth & Development
- Computer Literacy Skills – Networks, Keyboarding, Word & PowerPoint

### Course Skills to be Learned:

- Basic knowledge of the healthcare and EMS systems in the USA
- Knowledge of basic human anatomy
- Knowledge of basic medical terminology
- Techniques to improve healthcare safety and wellness
- How to use common medical diagnostic assessment instruments
- How to take patient vital signs, EKG's, and pulse oximetry
- How to document basic healthcare information and vital signs

### Second Year Sequence

The second year sequence involves the State of Ohio EMT-A (Basic) course of study. It is much too lengthy to put in print here. This second year is a rigorous, in-depth curriculum with a high expectation of quality academic and hands-on achievement.

### Auburn Certificates

Auburn Career Center provides an extended curriculum for our eleven participating school districts. Students attending Auburn Career Center may earn multiple elective and academic credits each year. Following successful completion, these credits are certified by the high school in which the student is enrolled. High school students can also earn several college credits while attending Auburn Career Center.

In addition to earning academic credit toward graduation, students may earn the following certificates of achievement from Auburn Career Center:

- Honors
- Distinction
- Merit
- Completion

These certificates are awarded at the Auburn Completion Ceremony and placed in the student's portfolio.

See APPENDIX for additional information on certificates

### Instructional Philosophy

Throughout the two-year curriculum, this EMS course will focus on the rapid assessment, diagnosis, and treatment of acutely ill and injured patients. This is a SERIOUS course, as the EMT's job deals with life and death outcomes. Horseplay, "slacking", and poor attendance/behavior will not be tolerated. Daily student participation is expected and graded. It is expected that students embrace the opportunity to learn about EMS from an instructor with an extensive background in emergency, trauma, and pediatric medicine.

## Assessment Plan

The quality of a student's work is evidenced by the grade he/she receives. For this reason, the following grading scale is in effect:

**Grade Performance Standards:** Grades for the course will be based on the following levels of performance:

**A        100% – 90%                    Independent Learner**

Exceeds expectations; applied academic skills; evaluated work and made adjustments; did quality work; needed little help from the teacher; sought and found resources independently; demonstrated excellent employability skills; produced high quality of work.

**B        89% – 80%                    Semi-Independent Learner**

Meets standards and expectations, needed some help from the teacher; did quality work with a few flaws; needed feedback from the teacher to realize work did not meet standards; redid work to meet standards; demonstrated knowledge with a grade of 80 or higher; demonstrated good employability skills; produced better-than-average work.

**C        79% - 70%                    Semi-Dependent Learner**

Average grade, but does not meet some standards; needs help from teacher; required significant help to produce high quality work: have many errors; demonstrated fair employability skills; produced average work.

**D        69%-60%                    Dependent Learner**

Below average grade meeting few standards; you did complete some work; work completed was of low quality with errors; needed to improve employability skills; produced below average work.

**F        59% or less                    Failure**

Did not complete work or projects; if work or projects were done, they were such low quality, they did not pass, met few or no standards; demonstrates little employability skills; did not show criteria for determining quality.

In order to insure that all students know what they are being graded on, and how the grade will be applied, a "rubric" or template for grading will be provided to students for all major assignments. The grading criteria and expectations for the assignment will be provided within the rubric.

In general, all course work will be graded on timeliness (on time), neatness/readability, thoroughness, proper spelling and punctuation, and whether the work meets the criteria for the assignment. Tests must be completed legibly, and will be graded using standardized answer keys. If the answer cannot be deciphered by the instructor, or if the answer given does not fully answer the question, the answer will be marked wrong. Tests may involve multiple choice, matching, true/false, word bank, diagram labeling, fill in the blank, or narrative questions.

It is strongly recommended that students keep all returned, graded paperwork, assignments, and projects. This will ensure that the student has a record of his/her grade, and that the assignments are available in the unlikely event of a grading discrepancy between the student and the instructor. The instructor will provide a printed grading synopsis for each student at the interim and final grading periods.

Grading for report card purposes is done on a nine week basis for all students, except Perry, whose grading is done every six weeks. Interim reports are done at the 4 ½ week point, and are sent to the students by their associate schools. Perry students do not receive interims.

### Employability Skills

Auburn provides an opportunity for students to “practice” employability skills that they will use at work for the rest of their lives. Being on time, in uniform, ready for work, and possessing the communication skills necessary to succeed on the job, are all essential employability skills. Student participation in class is NOT optional, and is expected among all students. Participation points will be given daily. Students are released from class by the instructor, not the clock or a bell. Each day, a student can earn “attendance/ethics” points. The points are for attendance, promptness to class, class participation, positive behavior, and learning preparedness. A student will lose the daily points for absence (including alternative studies), tardiness, sleeping in class, misbehavior, handbook violations, not being prepared for class, or general failure to participate in class. The instructor reserves the right to remove points for the WEEK for major violations of policy, which include safety violations, fighting, etc.

### Course Assignments, Labs and Projects

Lab experiences will occur often. During the first year, the lab experiences will directly relate to anatomy, basic patient assessment, and safety in the healthcare environment. Some labs may involve dissections, while others will involve the use of models, equipment, and skills practice. Students will obtain knowledge of basic lab safety procedures, note-taking materials, etc. Some students may want to purchase their own personal equipment, if they so desire.

### Course Policies

#### Attendance

Attendance is an extremely important part of our student’s success at Auburn. Excessive unexcused absences may result in disciplinary action. Excused absences are only issued by the office for such things as court appearances, extended medical absences, and funerals. Students are responsible for getting excuse letters/notes to the attendance office within two days of the missed day(s).

Attendance is an essential part of successfully mastering any medical course, as the topics tend to relate to each other. When a student misses three days of class during a quarter, the student will be referred to the Student Services Office for academic counseling.

The State of Ohio EMT-B curriculum does not allow for absences, especially in the area of practical skills work and testing. These testing stations cannot be made up. These skill practicals involve multiple EMS instructors and are very difficult to schedule. Students missing classes or practicals may be prohibited from taking the National Registry EMT-B exam, based on attendance alone.

**Tardiness to Class:** All students are to be in the classroom at the designated time. Senior students start out the day with a quick homeroom, then they are dismissed for lunch. Attendance is taken at the beginning of class, and the classroom door will be closed and locked at that time. Students not in the room will need to go to the office for a tardy pass. Three tardies equals one absence here at Auburn.

**Computerization of Grades & “Infinite Campus”:** All grades are entered into a grading program called “*Infinite Campus*”. This program is updated frequently by the instructor, and provides real-time grading information on



each student. Students and parents can access some of this information using the “Infinite Campus” link on the Auburn Website. Students and parents are given their own log-on passwords to access the system. The system will only reflect grades that have been entered by the instructor, thus a grade for a test given the same day may not be listed for a few days.

**How grades are calculated:** Each test and assignment is graded on a “total points” grading system. In other words, achieving 76 points on an 80-point test will earn the student a 95% (76 divided by 80). The final quarter grade is simply based on the total points achieved divided by the total points possible. In general, scores will not be “curved” or “weighted” based upon the results of other students. Scores will also not be affected by how many test scores vs. lab report points or project points a student has achieved. Projects and lab assignments are assigned an appropriate “total possible” points values to meet their purpose. Each quarter’s total points will fluctuate.

**Extra Credit Policy:** Each quarter, students will have the opportunity to earn a set number of extra credit points. These points will be issued for specified assignments or events that they can complete or participate in. Extra credit may include points for health-related research article projects or participation in class-related activities, such as volunteering to be “victim” for an Adult EMT exam or assisting with orientation. In general, extra credit points only raise a student’s grade by 1-2 percentage points, thus one should not be “betting on” those points to save a student in academic crisis.

**Late Work:** Late work is unacceptable in any scholastic environment, as well as the work world. Being late, in medical terms, is negligent and not acceptable because lives depend on prompt, appropriate care. For this reason, late work will NOT be accepted, except in extenuating circumstances. Students who do not have an assignment completed when it is checked or due will receive an “NHI” (not handed in) on the computer grading system or a LATE “0”, resulting in “0” points for the assignment. Students caught completing an assignment in class, when it is due, will receive a “0”.

Special consideration for turning in late work may be given to students who were absent, due to illness or excused absence, death in the family, etc. In such instances, the late work is due on the day of return to school or per the school handbook (for extended absences).

Late work will NOT be accepted from students with the following excuses: work obligations, sports or extracurricular events, “I forgot it” or “I forgot to do it”, “My dog ate it”, “it flew out the car window”, “My computer crashed”, etc. Each student will need to take full responsibility for their work and the consequences for not turning it in.

#### Safety:

As with actual employment, safety is job #1. Students are to use proper safety etiquette, wear the appropriate equipment, and follow the OSHA (CareerSafe) rules when in the classroom and on the job at clinicals.

## Emergency Response

**If there is an emergency in the lab or class room, inform the instructor. If the emergency involves the instructor, contact the reception office by using the telephone in the Instructors office.**

**Pick up the phone and dial “0” for the Reception Office.**

**Remain calm, explain the situation.**

**If there is no immediate answer, send someone to the nearest classroom or office and notify an adult of the incident and request additional help by calling 911.**

***If the victim is conscious, it is best to have them lie still until qualified emergency response personnel arrive on the scene. Do not move a victim unless there is risk of additional immediate danger to them and you. You can cause additional severe injury by unnecessarily moving a victim.***

***There is the possibility of the victim going into a state of physiological shock -- a condition of insufficient blood circulation different from electrical shock -- and so they should be kept as warm and as comfortable as possible.***

## Program Apparel

As described in previous sections, students are to be in uniform at all times. The standard (Class B) uniform will consist of black, closed toe shoes, blue or black socks, black belt, navy blue pants, and a blue Auburn EMS program shirt. Optional attire includes a program sweatshirt (quarter zip). The Auburn ID is required.

### Professional Dress:

- All clothing must be comfortable, neat and clean.
- Warm weather wear (sweatshirts, hats, turtlenecks) must be worn as EMS uniform attire outside.
- Trousers or slacks – dark navy blue, must be in good condition, without holes
- Footwear – black closed toe only; no sandals, flip-flops
  
- **No visible tattoos or body piercings**
  - This includes tongue, nose, or lip piercing.
- Jewelry limits
  - Earrings – no more than two in each ear. Studs are preferred at clinicals for safety Reasons.
  - Necklaces – no more than one necklace

- Bracelets/Watch – no more than one on each wrist. Watch with second hand or seconds viewing is necessary for vitals.

- Ankle bracelets – no more than one ankle bracelet.

- Hair styling – no distracting, dramatic, or extreme hair colors or styles including Mohawks, gel spikes, bangs in the eyes, etc.

Compliance will be at the discretion of the instructor. Remember, students are representing themselves as EMS professionals, and should dress as such.

### Classroom Entry – Attendance

Students are expected to be in their seats within one minute of the class start time. Students should bring their Anatomy & Med Term or EMT books, and their workbooks to class every day. The instructor will notify students if they are not needed. Students should obviously bring note-taking materials (paper, pen, highlighter-if desired). Points will be deducted for students who do not come prepared for class. Dress code checks will take place periodically, and students will lose all of the points, if they are out of uniform, including dark shoes, ID, etc.

Instructional methods will include lecture, PowerPoint presentations, videos, interactive CD-ROM's, computer lab experiences, and hands-on lab experiences. In most instances, students will work independently, however during lab experiences learning groups of two or more will be used.

### Classroom Exit – Dismissal

Students are dismissed by the Instructor, not the bell. Students are not to line up at the door, be in the hall, or leave the classroom or lab prior to dismissal by the teacher.

### Mobile Technology Policy

Cell Phones, MP3 Players and other mobile devices are included in the definition of personal mobile technology. It is expected that students will realize that mobile technology devices have their time and place and will utilize them appropriately, as stated in this handbook while in the EMS Program classroom/lab. Students will abide by any policies stated within the Auburn Student Handbook, their individual instructor, and the Technology Agreement, while at Auburn Career Center.

Students, who disturb the educational process by using a mobile device in an inappropriate way or at the wrong time, will have the device confiscated. Parents will be advised of the infraction and the device may be picked up by the parent.

### Classroom Rules, Consequences and Rewards

Classroom rules remain the same with most high school classrooms. The golden rule applies; "Treat others the way you want to be treated". The Auburn student handbook details specific disciplinary infractions. Students failing to follow this policy will be placed on notice and the appropriate disciplinary policy will be employed.

**Academic Dishonesty (Cheating) & Offenses of Moral Turpitude:** Medical professionals aspire to a higher ethical principal than many other professions. The values of human life, human rights, confidentiality, and honesty are essential to this concept. The State of Ohio suspends or revokes certifications and licenses for EMT's and nurses who are involved in crimes of moral turpitude including theft, domestic violence, drug use, & many others. For this reason, students who are found to be involved in such offenses or are caught cheating will

receive a “0” on the test or project they are working on. Additionally, they will be referred to the Principal for a meeting with the instructor, parents, and administration. The result of the meeting will determine whether they return to Auburn. Cheating or suspension for offenses listed above are grounds for being expelled from an Ohio EMT program and/or not being permitted to sit for the National Registry exam.

- All assignments are to be word processed and are to include your name, class, assignment name, and assignment date in the upper left hand corner.
- No hand written assignments will be accepted unless prior permission has been given. Absolutely no assignments will be accepted on torn out spiral notebook paper or assignments done in pencil.
- Late assignments will only be accepted with an excused absence.
- Assignments are due at the start of class.
- Students can expect assignments on a regular basis. Projects of significant importance will be assigned throughout the year.

**Routine Assignments:** Assignments will come from a variety of sources. They will include end of chapter review questions, worksheets, research articles, computer lab assignments, lab reports, PowerPoint presentations, and a career exploration portfolio project. All article reviews, lab reports, and portfolios are to be typed and printed on computer paper, using word processing software. Written assignments will be written legibly in **black** pen ink or pencil only. Unless otherwise specified, assignments are to be turned in when they are due, and a grade of “0”/NHI (not handed in) will be given to late or absent assignments.

### **Major Course Projects:**

#### **EMS Career Portfolio Project (Part 1)**

- This project will assist the student in researching the various career opportunities that exist in emergency services.
- Will involve a large amount of out-of-class time, during which the student will research, compile, and present the material in binder and presentation format.
- The project will involve interviews, the acquisition of materials from area colleges and schools, and some computer research.
- The final product will be presented to the class, then turned-in for a grade

#### **EMS Second Portfolio (Part 2)**

- This project integrates the second clinical experience into a portfolio, with pictures, narratives, and research that describes and illustrates the value of the EMS educational experience. The portfolio is part of the Tech Lit curriculum.
- The project is due at the end of the second year.

#### **Computer Lab Research**

- Multiple smaller projects which involve research on topics given by the instructor (ex. A synopsis of a specific disease such as cystic fibrosis, EMS Burnout, Hazards of Running Red Lights, Weapons of Mass Destruction, etc.) These projects will be graded papers, which require correct spelling, grammar, and punctuation.

- Other computer projects will involve developing and presenting PowerPoint presentations on chosen or assigned topics.
- Computer Research projects will be due on the date specified, but generally within 5 days of the given assignment

## CTSO

### Overview of SkillsUSA

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. We help each student excel. A nonprofit national education association, SkillsUSA serves middle-school, high-school and college/postsecondary students preparing for careers in trade, technical and skilled service (including health) occupations.

#### Membership:

SkillsUSA serves more than 333,527 students and instructors annually. This includes 19,019 instructors who join as professional members. Including alumni, Skills USA membership totals over 394,000. SkillsUSA has served nearly 14 million annual members cumulatively since 1965 and is recognized by the U.S. Department of Education and the U.S. Department of Labor as a successful model of employer-driven workforce development.

#### Mission:

SkillsUSA empowers its members to become world-class workers, leaders and responsible American citizens. We improve the quality of our nation's future skilled workforce through the development of Framework skills that include personal, workplace and technical skills grounded in academics. Our vision is to produce the most highly skilled workforce in the world, providing every member the opportunity for career success.

# APPENDIX

## Student Support Services:

- Special Education Department: intervention specialist.
- Student Services: Guidance Counseling and Career Development Services.
  - You can make an appointment to see a guidance counselor, recruitment specialist or the LEAF advisor by visiting the Student Services office.

## TECHNOLOGY LITERACY PROGRAM

### Description of Course

Technology Literacy is offered to first and second year students at Auburn Career Center. In the first year, the course provides an overview of the basic fundamentals of working with computers. Students will study computer basics such as computer hardware, software, and operating systems. The course introduces basic use of Windows 10 and productivity programs such as Gmail and Microsoft Office 2019 including Word, PowerPoint, and Excel. Students will also begin to use and navigate e-learning environments using Schoology, Internet navigation, and ever-changing technology will also be overviewed within the course.

In the second year, students focus on creating a portfolio that showcases their work over the last two years at Auburn. It includes their resume, three references, a cover letter, a transition plan and samples of the projects they have completed. Also included are the certificates they have earned in their program of study.

### Purpose

The purpose of the Technology Literacy course is to provide students with the basic knowledge of working with computers in ways beneficial in their career paths of choice. The course will give them an overview of online communication, email, word processing, spreadsheets, presentation programs, internet navigation, computer security and our technologically evolving world.

### Mastery Learning

Grades in the Technology Literacy course will be based on Mastery Learning. Students will be required to achieve 80% on each assignment. Additional attempts will be provided if the 80% benchmark is not achieved.

### Symplicity

It is with great enthusiasm that I want to announce an opportunity for students to participate in an on-line job match software program. The online job match software, Symplicity, allows students to develop an online profile and to upload a resume and cover letter in order to apply for employment. Once students choose to apply to job opportunities posted by local employers interested in Auburn students, those employers can contact students directly for interviews. In addition, students can connect to employers during the school day at monthly job fairs.

If you would prefer your son or daughter not to participate in our on-line job board or at in school job fairs, please contact the high school office or send in a note.

## CAREER SAFE PROGRAM/OSHA 10-HOUR GENERAL INDUSTRY TRAINING

### Description of Program

The OSHA Outreach Training Program for General Industry provides training for students, entry level workers, and employers on the recognition, avoidance, abatement, and prevention of safety and health hazards in workplaces in general industry. The program also provides information regarding workers' rights, employer responsibilities, and how to file a complaint. Through this training, OSHA helps to ensure that workers are more knowledgeable about workplace hazards and their rights. Each module contains a brief assessment, which must be successfully completed before the student can move on to the next module. Once all modules have been viewed and the corresponding assessments are passed, there is a comprehensive final assessment.

### Purpose

The purpose of the program is to provide students with basic safety awareness training so they will be able to recognize, avoid and prevent safety and health hazards in the workplace. Young workers develop a safety mindset and acquire marketable skills for a competitive edge.

### Credential Earned

Students who successfully complete the CareerSafe OSHA 10-Hour General Industry course receive an OSHA 10-Hour General Industry wallet card from the OSHA Training Institute (OTI). As a result, they become more employable, gaining a competitive advantage in the job market.

## AUBURN CERTIFICATES

Auburn Career Center provides an extended curriculum for our participating school districts. Students attending Auburn Career Center may earn multiple elective and academic credits each year. Following successful completion, these credits are certified by the high school in which the student is enrolled. High school students can also earn several college credits while attending Auburn Career Center.

In addition to earning academic credit toward graduation, students may earn the following certificates of achievement from Auburn Career Center. These certificates are awarded at the Senior Ceremony and placed in the student's senior portfolio.

### Auburn Honors Certificate Requirements

- 95% Attendance rate for two years at Auburn (no more than 18 days over two years)
- Earned a 3.5 or higher grade point average in their career tech program over two years
- Safety certification earned in career tech program
- Employability skills earned in career tech program
- Passage of four (4) Ohio Career Technical Competency Analysis exams and/or earning twelve (12) points of Industry Recognized Credentials in the program's Career Field
- Active participation in the program's Career Technical Student Organization
- High school diploma for Seniors

### Auburn Distinction Certificate Requirements

- 93% Attendance rate for two years at Auburn (no more than 26 days over two years)
- Earned a 3.0 or higher grade point average in their career tech program over two years
- Safety certification earned in career tech program
- Employability skills earned in career tech program
- Passage of three (3) Ohio Career Technical Competency Analysis exams and/or earning six (6) points of Industry Recognized Credentials in the program's Career Field
- Active participation in the program's Career Technical Student Organization
- High School Diploma for Seniors

### Auburn Merit Certificate Requirements

- Earned high school credit for their career tech program over two years
- Safety certification earned in career tech program
- Employability skills earned in career tech program
- Overall passage of Ohio Career Technical Competency Analysis exams and/or earning three (3) points of Industry Recognized Credentials in the program's Career Field

### Auburn Completion Certificate Requirements

- Earned high school credit for their career tech program over two years
- Safety certification earned in career tech program
- Employability skills earned in career tech program

### BUSINESS PARTNERSHIPS AND STUDENT INTERNSHIPS

The Business Partnership program is an educational opportunity that prepares a student for workforce employment and transition to post-secondary education. During the program, students will apply academic, employability, and technical skills in the workplace. There are three levels students can participate in including:

- Internship
- Mentorship
- Career Field Experience

Students must meet specific criteria in order to participate. Additional information is available in the Auburn Student/Parent Handbook.



You, the undersigned, have been accepted into the Auburn EMS program; however, your background check and drug testing may be of concern to the EMS employers, affiliates, internships, and certificating/licensing bodies/jurisdictions.

Your signature below confirms that you are aware that, even if you participate in and/or complete the Auburn EMS program, the Auburn Vocational School District Board of Education (“Board”) does not make any determination as to whether you will be permitted to participate in and/or complete the Auburn EMS program and/or practice EMS. In addition to background checks, drug testing, performance, and examinations; there may be character, fitness, and other qualifications to participate in internships and/or practice EMS in every jurisdiction. As with every individual, you are strongly encouraged to determine the requirements for any jurisdiction in which you intend to participate in internships and/or practice EMS by contacting the jurisdiction(s) directly.

Your signature below also confirms that you, as well as your respective officers, members, employees, agents, legal representatives, parents, guardians, former spouses, spouses, heirs, administrators, executors, assigns, and other representatives in both their respective individual and official capacities, hereby release, discharge, waive, and covenant not to sue the Auburn Vocational School District Board of Education, as well as its respective officers, members, employees, agents, legal representatives, administrators, executors, assigns, and other representatives in both their respective individual and official capacities from any and all claims, demands, actions, causes of actions, and/or suits at law and/or equity and/or whatever kind of nature, whether now known or unknown and from continuing effects therefrom, including any and all claims arising out of or in any way related to admission in the Auburn EMS program and/or the profession in general.

\_\_\_\_\_  
Student Name \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Name \_\_\_\_\_

\_\_\_\_\_  
Date



**Auburn Career Center – Emergency Medical Services Program**

Syllabus Agreement

*After reviewing the EMS Syllabus, please sign and return this agreement page to the EMS Instructor.*

**I have read and understand all of the information included in the Auburn Career Center EMS Syllabus.**

**Student Name:** \_\_\_\_\_  
*(Please print)*

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent/Guardian Name:** \_\_\_\_\_  
*(Please print)*

**Parent/Guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_