

Syllabus for  
**HPE 007—Basic First Aid and CPR and Fitness**  
1 Credit Hour  
Spring 2014

I. COURSE DESCRIPTION

Designed to provide basic first-aid instruction, as well as CPR certification, to the student who desires to remain current with CPR skills, as well as learn some basic first aid and provide aid in emergency situations. The student can earn American Red Cross Certification in both Standard First Aid and Cardiopulmonary Resuscitation.

Prerequisites: HPE 001 and HPE 002 or GHPE 503/507.

II. COURSE GOALS

The purpose of this course is to enable the student to do the following:

- A. Learn to give proper, immediate, and temporary care to the injured and ill.
- B. Be able to meet the needs of most emergency/first-aid situations by reacting well, planning carefully, and exercising good judgment at an accident scene.

III. STUDENT LEARNING OUTCOMES FOR THIS COURSE

As a result of successfully completing this course, the student will be able to do the following:

- A. Earn American Red Cross Certification in Standard First Aid by scoring 80% on all exams (there is an extra fee of \$27.00 for CPR and FA certification cards).
- B. Earn American Red Cross Certification in CPR (Cardiopulmonary Resuscitation) by achieving an 80% on all exams.
- C. Demonstrate a healthy lifestyle by passing all health fitness components.
- D. Demonstrate the level of safety awareness to the public.
- E. Define the signs and symptoms of various types of injuries presented in the text.
- F. List the treatment objectives of each first-aid procedure presented in the text.
- G. Describe preventative measures that can be taken to alleviate accidents from occurring.
- H. Effectively demonstrate each skill listed in the text and explain when, why, and where different types of bandages and splints are used.
- I. Effectively demonstrate the skills necessary to provide care for a choking victim.

#### IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

##### A. Required Materials

1. Textbooks  
American Red Cross. (2011). *First aid/CPR/AED program participant's manual*. Staywell. ISBN-13: 978-1-58480-479-6  
  
American Red Cross. (2011). *Adult first aid/CPR/AED skills card*. Staywell. ISBN-13: 978-1-58480-480-2
2. Other  
ORU Aerobic Activity Log

##### B. Optional Materials

1. Textbooks  
None
2. Other  
None

#### V. POLICIES AND PROCEDURES

##### A. University Policies and Procedures

1. Attendance at each class or laboratory is mandatory at Oral Roberts University. Excessive absences can reduce a student's grade or deny credit for the course.
2. Students taking a late exam because of an unauthorized absence are charged a late exam fee.
3. Students and faculty at Oral Roberts University must adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, electronic, video, multimedia, or computer software. Plagiarism and other forms of cheating involve both lying and stealing and are violations of ORU's Honor Code: "I will not cheat or plagiarize; I will do my own academic work and will not inappropriately collaborate with other students on assignments." Plagiarism is usually defined as copying someone else's ideas, words, or sentence structure and submitting them as one's own. Other forms of academic dishonesty include (but are not limited to) the following:
  - a. Submitting another's work as one's own or colluding with someone else and submitting that work as though it were his or hers;
  - b. Failing to meet group assignment or project requirements while claiming to have done so;
  - c. Failing to cite sources used in a paper;
  - d. Creating results for experiments, observations, interviews, or projects that were not done;
  - e. Receiving or giving unauthorized help on assignments.By submitting an assignment in any form, the student gives permission for the assignment to be checked for plagiarism, either by submitting the work for electronic verification or by other means. Penalties for any of the above infractions may result in disciplinary action including failing the assignment or failing the course or expulsion from the University, as determined by department and University guidelines.
4. Final exams cannot be given before their scheduled times. Students need to check the final exam schedule before planning return flights or other events at the end of the semester.

5. Students are to be in compliance with University, school, and departmental policies regarding the Whole Person Assessment requirements. Students should consult the Whole Person Assessment handbooks for requirements regarding general education and the students' majors.
  - a. The penalty for not submitting electronically or for incorrectly submitting an artifact is a zero for that assignment.
  - b. By submitting an assignment, the student gives permission for the assignment to be assessed electronically.

B. Department Policies and Procedures

1. Field Test Policy
  - a. Must be taken every semester in each enrolled activities class.
  - b. Must be administered by the student's activities class instructor during the scheduled class time.
  - c. Automatic failure for cheating on field test or assisting another to cheat.
2. This course may only be taken twice for credit. If taken more than twice, this course will not count toward ORU/HPE activity requirements for graduation.
3. Student must meet with professor at the end of this course to discuss their final grade.
4. Class Attire
  - a. Students enrolled in this class must wear appropriate workout clothing, including socks and athletic shoes in proper condition.
  - b. Students not in proper class attire will not be allowed to participate and will counted as absent.
5. Class Attendance
  - a. Student is expected to attend and participate in all class activities unless administratively excused. Only administrative excuses on the proper form are accepted. Excessive absences can reduce a student's grade or deny credit for the course. **Illness and injuries are not considered excused absences.**

Unexcused Absences	Letter Grade Reduced From Final Grade
1-2	0
3	1
4	2
5	3
6	Fail the Course

- b. Every two tardies are considered an unexcused absence. Arriving late to class causes disruption and demonstrates a lack of respect for the instructor and the University.

C. Course Policies and Procedures

1. Evaluation Procedures
  - a. Grading:
    - (1) Health fitness
      - (a) Aerobic point and summary sheet      5%
      - (b) Field Test      40%
      - (c) Body Mass Index (BMI)      5%

(2)	Skill and knowledge	
(a)	First-aid exam	10%
(b)	CPR exam	10%
(c)	Practicals (bandaging + CPR skills)	<u>30%</u>
		100%

- b. Grading scale:  
 A=90%  
 B=80%  
 C=70%  
 D=60%  
 F=59% and below

2. Whole Person Assessment Requirements

None

3. Other Policies and/or Procedures

- a. Only two absences will be allowed before the grade is affected.  
 b. Certification cards (CPR and FA) are optional. The cost is \$27.00, payable by spring break (cash; money order; cashier's check – no personal check are accepted).  
 c. Aerobic points (average weekly amount for 13 weeks):

<b>Level of Fitness</b>	<b>Points Toward Grade</b>	<b>Weekly Aerobic Points</b>
Excellent	5	50+
Good	4	40-49
Average	3	30-39
Fair	2	20-29
Poor	1	10-19

d. Health fitness standards:

**2-MILE RUN, 5-MILE RUN, AND 800-METER SWIM FIELD TEST STANDARDS**

Level of CR Fitness	Points	Under 25		25-34		35-44		45-54		55 & Over	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Superior	40	<13:00	<15:00	<14:00	<16:00	<15:00	<17:00	<16:00	<18:00	<17:00	<19:00
Excellent	39	13:00	15:00	14:00	16:00	15:00	17:00	16:00	18:00	17:00	19:00
	38	13:15	15:15	14:15	16:15	15:15	17:15	16:15	18:15	17:15	19:15
	37	13:30	15:30	14:30	16:30	15:30	17:30	16:30	18:30	17:30	19:30
	36	13:45	15:45	14:45	16:45	15:45	17:45	16:45	18:45	17:45	19:45
	35	14:00	16:00	15:00	17:00	16:00	18:00	17:00	19:00	18:00	20:00
Good	34	14:15	16:15	15:15	17:15	16:15	18:15	17:15	19:15	18:15	20:15
	33	14:30	16:30	15:30	17:30	16:30	18:30	17:30	19:30	18:30	20:30
	32	14:45	16:45	15:45	17:45	16:45	18:45	17:45	19:45	18:45	20:45
	31	15:00	17:00	16:00	18:00	17:00	19:00	18:00	20:00	19:00	21:00
	30	15:15	17:15	16:15	18:15	17:15	19:15	18:15	20:15	19:15	21:15
	29	15:30	17:30	16:30	18:30	17:30	19:30	18:30	20:30	19:30	21:30
	28	15:45	17:45	16:45	18:45	17:45	19:45	18:45	20:45	19:45	21:45
	27	16:00	18:00	17:00	19:00	18:00	20:00	19:00	21:00	20:00	22:00
Fair	26	16:15	18:15	17:15	19:15	18:15	20:15	19:15	21:15	20:15	22:15
	25	16:30	18:30	17:30	19:30	18:30	20:30	19:30	21:30	20:30	22:30
	24	16:45	18:45	17:45	19:45	18:45	20:45	19:45	21:45	20:45	22:45
	23	17:00	19:00	18:00	20:00	19:00	21:00	20:00	22:00	21:00	23:00
	22	17:15	19:15	18:15	20:15	19:15	21:15	20:15	22:15	21:15	23:15
	21	17:30	19:30	18:30	20:30	19:30	21:30	20:30	22:30	21:30	23:30
	20	17:45	19:45	18:45	20:45	19:45	21:45	20:45	22:45	21:45	23:45
	19	18:00	20:00	19:00	21:00	20:00	22:00	21:00	23:00	22:00	24:00
Poor	18	18:15	20:15	19:15	21:15	20:15	22:15	21:15	23:15	22:15	24:15
	17	18:30	20:30	19:30	21:30	20:30	22:30	21:30	23:30	22:30	24:30
	16	18:45	20:45	19:45	21:45	20:45	22:45	21:45	23:45	22:45	24:45
	15	19:00	21:00	20:00	22:00	21:00	23:00	22:00	24:00	23:00	25:00
	14	19:15	21:15	20:15	22:15	21:15	23:15	22:15	24:15	23:15	25:15
	13	19:30	21:30	20:30	22:30	21:30	23:30	22:30	24:30	23:30	25:30
	12	19:45	21:45	20:45	22:45	21:45	23:45	22:45	24:45	23:45	25:45
	11	20:00	22:00	21:00	23:00	22:00	24:00	23:00	25:00	24:00	26:00
Very Poor	10	20:15	22:15	21:15	23:15	22:15	24:15	23:15	25:15	24:15	26:15
	9	20:30	22:30	21:30	23:30	22:30	24:30	23:30	25:30	24:30	26:30
	8	20:45	22:45	21:45	23:45	22:45	24:45	23:45	25:45	24:45	26:45
	7	21:00	23:00	22:00	24:00	23:00	25:00	24:00	26:00	25:00	27:00
	6	21:15	23:15	22:15	24:15	23:15	25:15	24:15	26:15	25:15	27:15
	5	21:30	23:30	22:30	24:30	23:30	25:30	24:30	26:30	25:30	27:30
	4	21:45	23:45	22:45	24:45	23:45	25:45	24:45	26:45	25:45	27:45
	3	22:00	24:00	23:00	25:00	24:00	26:00	25:00	27:00	26:00	28:00
	2	22:15	24:15	23:15	25:15	24:15	26:15	25:15	27:15	26:15	28:15
	1	22:30	24:30	23:30	25:30	24:30	26:30	25:30	27:30	26:30	28:30
0	>23:30	>24:30	>23:30	>25:30	>24:30	>26:30	>25:30	>27:30	>26:30	>28:30	

**2-MILE WALKING FIELD TEST STANDARDS**

Level of CR Fitness	Points	Under 25		25-34		35-44		45-54		55 & Over	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Superior	40	<22:00	<23:00	<23:00	<24:00	<24:00	<25:00	<25:30	<26:30	<27:00	<28:00
Excellent	39	22:00	23:00	23:00	24:00	24:00	25:00	25:30	26:30	27:00	28:00
	38	22:15	23:15	23:15	24:15	24:15	25:15	25:45	26:45	27:15	28:15
	37	22:30	23:30	23:30	24:30	24:30	25:30	26:00	27:00	27:30	28:30
	36	22:45	23:45	23:45	24:45	24:45	25:45	26:15	27:15	27:45	28:45
	35	23:00	24:00	24:00	25:00	25:00	26:00	26:30	27:30	28:00	29:00
Good	34	23:25	24:15	24:15	25:15	25:15	26:15	26:45	27:45	28:15	29:15
	33	23:30	24:30	24:30	25:30	25:30	26:30	27:00	28:00	28:30	29:30
	32	23:45	24:45	24:45	25:45	25:45	26:45	27:15	28:15	28:45	29:45
	31	24:00	25:00	25:00	26:00	26:00	27:00	27:30	28:30	29:00	30:00
	30	24:15	25:15	25:15	26:15	26:15	27:15	27:45	28:45	29:15	30:15
	29	24:30	25:30	25:30	26:30	26:30	27:30	28:00	29:00	29:30	30:30
	28	24:45	25:45	25:45	26:45	26:45	27:45	28:15	29:15	29:45	30:45
	27	25:00	26:00	26:00	27:00	27:00	28:00	28:30	29:30	30:00	31:00
Fair	26	25:15	26:15	26:15	27:15	27:15	28:15	28:45	29:45	30:15	31:15
	25	25:30	26:30	26:30	27:30	27:30	28:30	29:00	30:00	30:30	31:30
	24	25:45	26:45	26:45	27:45	27:45	28:45	29:15	30:15	30:45	31:45
	23	26:00	27:00	27:00	28:00	28:00	29:00	29:30	30:30	31:00	32:00
	22	26:15	27:15	27:15	28:15	28:15	29:15	29:45	30:45	31:15	32:15
	21	26:30	27:30	27:30	28:30	28:30	29:30	30:00	31:00	31:30	32:30
	20	26:45	27:45	27:45	28:45	28:45	29:45	30:15	31:15	31:45	32:45
Poor	19	27:00	28:00	28:00	29:00	29:00	30:00	30:30	31:30	32:00	33:00
	18	27:15	28:15	28:15	29:15	29:15	30:15	30:45	31:45	32:15	33:15
	17	27:30	28:30	28:30	29:30	29:30	30:30	31:00	32:00	32:30	33:30
	16	27:45	28:45	28:45	29:45	29:45	30:45	31:15	32:15	32:45	33:45
	15	28:00	29:00	29:00	30:00	30:00	31:00	31:30	32:30	33:00	34:00
	14	28:15	29:15	29:15	30:15	30:15	31:15	31:45	32:45	33:15	34:15
	13	28:30	29:30	29:30	30:30	30:30	31:30	32:00	33:00	33:30	34:30
	12	28:45	29:45	29:45	30:45	30:45	31:45	32:15	33:15	33:45	34:45
	11	29:00	30:00	30:00	31:00	31:00	32:00	32:30	33:30	34:00	35:00
Very Poor	10	29:15	30:15	30:15	31:15	31:15	32:15	32:45	33:45	34:15	35:15
	9	29:30	30:30	30:30	31:30	31:30	32:30	33:00	34:00	34:30	35:30
	8	29:45	30:45	30:45	31:45	31:45	32:45	33:15	34:15	34:45	35:45
	7	30:00	31:00	31:00	32:00	32:00	33:00	33:30	34:30	35:00	36:00
	6	30:15	31:15	31:15	32:15	32:15	33:15	33:45	34:45	35:15	36:15
	5	30:30	31:30	31:30	32:30	32:30	33:30	34:00	35:00	35:30	36:30
	4	30:45	31:45	31:45	32:45	32:45	33:45	34:15	35:15	35:45	36:45
	3	31:00	32:00	32:00	33:00	33:00	34:00	34:30	35:30	36:00	37:00
	2	31:15	32:15	32:15	33:15	33:15	34:15	34:45	36:45	36:15	37:15
	1	31:30	32:30	32:30	33:30	33:30	34:30	35:00	36:00	36:30	37:30
0	>31:30	>32:30	>32:30	>33:30	>33:30	>34:30	>35:00	>36:00	>36:30	>37:30	

## VI. COURSE CALENDAR

<b>Week</b>	<b>Topic</b>
1	Introduction, Recognizing emergencies, Emergency Action Steps, Moving the injured person, shock and checking the conscious person
2	Signals of a heart attack/Group 1 and 2 practice CPR skills
3	Group 1 and 2 skill test for CPR
4	AED's and Conscious choking practice
5	Group 1 and 2 practice unconscious choking skill
6	Group 1 and 2 skill test for unconscious choking skill
7	Review for written test/take written test #1
8	Field test: speed walking and running
9	Make-up day for skills/BMI
10	Sudden Illness/Soft tissue Injuries
11	Injuries to muscles, bones, and joints/Practice bandaging skills
12	Heat and Cold Emergencies, bites and stings
13	Review for written test Written test for First Aid
14	Make up days for bandaging test, written test and field test
15	Hand out certification cards and sign for final grades Student must meet directly with Professor Mankin to discuss final grade.

**Course Inventory for ORU's Student Learning Outcomes**  
**HPE 007—Basic First Aid and CPR and Fitness**  
**Spring 2014**

This course contributes to the ORU student learning outcomes as indicated below:

**Significant Contribution** – Addresses the outcome directly and includes targeted assessment.

**Moderate Contribution** – Addresses the outcome directly or indirectly and includes some assessment.

**Minimal Contribution** – Addresses the outcome indirectly and includes little or no assessment.

**No Contribution** – Does not address the outcome.

The Student Learning Glossary at <http://ir.oru.edu/doc/glossary.pdf> defines each outcome and each of the proficiencies/capacities.

	<b>OUTCOMES &amp; Proficiencies/Capacities</b>	<b>Significant Contribution</b>	<b>Moderate Contribution</b>	<b>Minimal Contribution</b>	<b>No Contribution</b>
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<b>1</b>	<b>Outcome #1—Spiritually Alive Proficiencies/Capacities</b>				
1A	Biblical knowledge				<b>X</b>
1B	Sensitivity to the Holy Spirit			<b>X</b>	
1C	Evangelistic capability				<b>X</b>
1D	Ethical behavior		<b>X</b>		

<b>2</b>	<b>Outcome #2—Intellectually Alert Proficiencies/Capacities</b>				
2A	Critical thinking	<b>X</b>			
2B	Information literacy		<b>X</b>		
2C	Global & historical perspectives				<b>X</b>
2D	Aesthetic appreciation				<b>X</b>
2E	Intellectual creativity				<b>X</b>

<b>3</b>	<b>Outcome #3—Physically Disciplined Proficiencies/Capacities</b>				
3A	Healthy lifestyle	<b>X</b>			
3B	Physically disciplined lifestyle	<b>X</b>			

<b>4</b>	<b>Outcome #4—Socially Adept Proficiencies/Capacities</b>				
4A	Communication skills			<b>X</b>	
4B	Interpersonal skills			<b>X</b>	
4C	Appreciation of cultural & linguistic differences				<b>X</b>
4D	Responsible citizenship			<b>X</b>	
4E	Leadership capacity			<b>X</b>	